The primary purpose of Internal Research Support accounts or “PI Funds” is to hold internal research support allocations for exclusive use of researchers employed by the University of New Hampshire.

The accounts are also used to hold a researcher’s share of the closing balances of fixed price sponsored agreements. And finally, on a case-by-case basis as approved by the Office of the Vice Provost for Research (OSVPR), the accounts may also be used to hold start-up funding or other discretionary dollars. **Deposit of consulting income is no longer allowed in these funds due to taxation issues.**

Internal Research Support allocations are to be used to enhance the research effort: to develop new research projects, provide administrative services, purchase equipment and supplies, travel, hire personnel, and for other activities supporting the research initiative. Internal Research Support funds are not to be used for supplemental salary during the academic year. If the researcher has no other source of salary support during summer months worked, the IRS account may be charged for up to 2/9ths of his/her academic year salary. Or, if the researcher has some external support for summer months worked, but needs to supplement this to reach 2/9ths, this gap amount may also be charged to the IRS account. Any exceptions involving compensation beyond 2/9ths must be authorized in writing by the relevant dean and the SVPR.

Internal Research Support allocations are university educational & general dollars, and IRS accounts have all the characteristics of internally designated accounts rather than grant/contract accounts.

The OSVPR will coordinate the annual transfer of IRS allocations, usually during July and August. The allocations are calculated based on 10% of the indirect cost revenue recovered by a researcher’s grants & contracts during the previous **calendar year**. Researchers will be informed of their account numbers and allocations. Spending transactions are initiated in the researcher's own Business Service Center. Account deficits are the responsibility of the researcher and her/his RC unit. Upon a PI’s departure from UNH unspent dollars will revert to the RC unit director.

Permission of the PI, and the business service center director or the OSVPR, will be required before funds are transferred into or out of the account, helping to ensure that the dollars are protected for the sole use of the researcher.

**Closing Balances Of Fixed Price Sponsored Agreements**

When a fixed price sponsored agreement closes the researcher is entitled to all remaining direct cost dollars plus the PI share of the Facilities & Administrative (indirect) cost budget, unless an F&A cost waiver was granted for the project – in such cases any balance left at the end of a fixed-price agreement will be used first to repay the waiver. F&A budget amounts over and above the PI share will be distributed per current RCM F&A allocation percentages (see RCM Manual section 3.1 at https://www.unh.edu/vpfa/pdf/fy12manual-updated.pdf).

When closing balances have been identified by Financial Research Administrators (FRA) in Sponsored Programs Administration, the FRA will notify the researcher and the pertinent Business Service Center manager. The FRA will initiate a journal transaction to transfer the funds.

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