



April 17, 2020

Mr. Edward J. Bishof, Sr.  
Senior Vice President for Finance & CFO  
New Jersey Institute of Technology  
University Heights  
Newark, NJ 07102-1982

Dear Mr. Bishof:

A negotiation agreement is being sent to you for signature. This agreement reflects an understanding reached between your institution and a member of my staff concerning the rates or amounts that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your institution and returned to me by email, retaining the copy for your files. Our email address is [CAS-NY@psc.hhs.gov](mailto:CAS-NY@psc.hhs.gov). We will reproduce and distribute the agreement to the appropriate awarding organizations of the Federal Government for their use.

Requirements for adjustments to costs claimed under Federal Grants and Contracts resulting from this negotiation are dependent upon the type of rate contained in the negotiation agreement. Information relating to these requirements is enclosed.

In consideration of this negotiation, the following was agreed to:

1. The carry-forward under-recovery of \$6,593,247 resulting from the settlement of your actual full-time employee fringe benefit rate for the year ended June 30, 2019 will be taken into consideration in computing the actual fringe rate for the fiscal year ending June 30, 2021.
2. The carry-forward under-recovery of \$73,104 resulting from the settlement of your actual part-time non-summer faculty employee fringe benefit rate for the year ended June 30, 2019 will be taken into consideration in computing the actual fringe rate for the fiscal year ending June 30, 2021.
3. The carry-forward over-recovery of (\$90,029) resulting from the settlement of your actual doctoral students fringe benefit rate for the year ended June 30, 2019 will be taken into consideration in computing the actual fringe rate for the fiscal year ending June 30, 2021.

Indirect cost and fringe benefit rate proposals, together with the supporting information, are required to substantiate your claim for indirect and fringe benefit costs under grants and contracts awarded by the Federal Government. Thus, your next proposals based on actual costs for the fiscal year ending 06/30/2020 are due in our office by 12/31/2020. Please submit your next proposal electronically via email to [CAS-NY@psc.hhs.gov](mailto:CAS-NY@psc.hhs.gov).

In addition, please acknowledge your concurrence with the comments and conditions cited above by signing this letter in the space provided below and email it to me with the enclosed negotiation agreement.

Sincerely,

Darryl W.  
Mayes -S

Digitally signed by Darryl W.  
Mayes -S  
DN: c=US, o=U.S. Government,  
ou=HHS, ou=FSC, ou=People,  
0.9.2342.19200300.100.1.1=20001  
31669, cn=Darryl W. Mayes -S  
Date: 2020.05.01 10:56:36 -0400'

Darryl W. Mayes  
Deputy Director  
Cost Allocation Services

Enclosures:

Concurrence:

Edward J. Bishof, Sr  
Name

Sr VP Finance & CFO  
Title

5/1/2020  
Date