TIF Calculation DOM Fund Manager Manual

HOW TO CALCULATE TIF CHARGES

Revised July 3, 2019

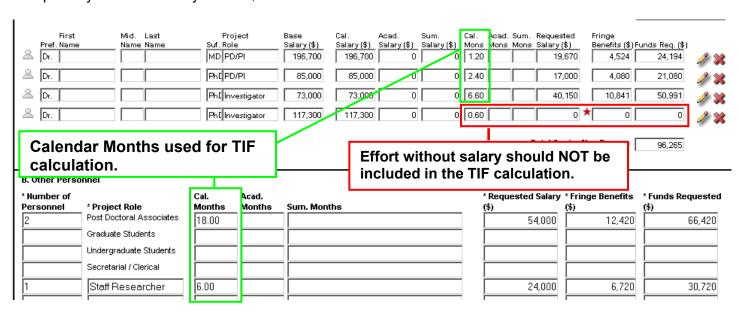
UCLA TIF Resource Website

What is TIF?

TIF is the Technology Infrastructure Fee implemented by campus in 2003. It is used to cover the campus network, backbone, internet connection, hardware, wireless services, etc. On July 1, 2006, campus transitioned the TIF calculation methodology from a per-telephone line based charge to a per-FTE based charge. The FTE based TIF charge is billed at the FAU level based on actual monthly FTE derived from payroll data. As of 07/01/19, the current TIF charge is billed at \$43.96 per FTE, per month.

How Do I Calculate TIF on a Grant Proposal?

Each FAU will be charged monthly based on the actual partial and full-time FTE associated with the unit, multiplied by the TIF monthly rate of \$43.96.



1. Add up the total Calendar Months per the detailed budget. Do NOT include any effort without salary!

Total Calendar Months = 1.20 + 2.40 + 6.60 + 18.00 + 6.00 =**34.20**

2. Multiply the Total Calendar Months FTE by \$43.96

Total TIF Charge = $34.20 \times $43.96 = $1,503$

* For % effort (rather than Calendar Months), 1) Add up total % effort, 2) Multiply by 12 months, 3) Multiply by 43.96. Example: $10\% + 20\% + 50\% = 0.80 \times 12 = 9.60 \times 43.96 = 422$ Total TIF

Example TIF Description for Budget Justification

The Technology Infrastructure Fee (TIF) is a consistently-applied direct charge that is assessed to each and every campus activity unit, regardless of funding source, including units identified as individual grant and contract awards. The TIF pays for campus communication services on the basis of a monthly accounting of actual usage data. These costs are charged as direct costs and are not recovered as indirect costs.

Reminder: If the total Calendar Months changes from one budget year to the next, TIF will also change. <u>TIF</u> is only calculated on effort WITH salary; exclude in kind effort. Please be sure to calculate TIF for each year, if necessary, and provide the appropriate explanation and breakdown by year in the Budget Justification.