Discovery Theme Hire Guidance - e-PA005

Facilities & Administrative (F&A) revenue will be shared 50/50 between OAA and the College for Discovery Theme faculty (DT) hires. Each College has an assigned unique cost center code that will be used for tracking F&A. **The FAES DT cost center code is CC11949 FAES | DISCOVERY THEME INITIATIVE.**

Example 1: The DT faculty member is in Entomology and submits an ePA-005 in which no other Co-PI's are involved in the project.

> ### 1A - Expenditure Allocation - Appointed 100% in Entomology
> CC11908 FAES | Entomology – 50%
> CC11949 FAES|DISCOVERY THEME INITIATIVE – 50%

> ### 1B – Expenditure Allocation - Appointed 50% in two academic units (Entomology and Hort. & Crop Science)
> CC11908 FAES | Entomology – 25%
> CC11914 - FAES | Horticulture and Crop Science - 25%
> CC11949 FAES|DISCOVERY THEME INITIATIVE – 50%

Example 2: The DT faculty member submits an e- PA005 and he/she will only be 20% involved in the project and other Co-PI's are participating on the project.

> ### 2A - Expenditure Allocation - Appointed 100% in one academic unit
> CC11908 FAES | Entomology – 50% * 20% = 10%
> CC11949 FAES|DISCOVERY THEME INITIATIVE – 50%* 20% = 10%

> ### 2B - Appointed 50% in two academic units (Entomology and Hort. & Crop Science)
> CC11908 FAES | Entomology – 25% * 20% = 5%
> CC11914 - FAES | Horticulture and Crop Science – 25% * 20% = 5%
> CC11949 FAES|DISCOVERY THEME INITIATIVE – 50% * 20% = 10%

Example 3: The DT faculty member and another faculty member are both from Entomology and are involved in the project either as the lead PI or C-PI.

> ### 3A-   Expenditure Allocation -100% in one academic unit in FAES
> CC11908 FAES | Entomology - determine % of DT hire project allocation = %
> CC11949 FAES|DISCOVERY THEME INITIATIVE - ½ of the DT hire %
> Example: If the DT faculty member, total budget is 40%, 20% would stay with Entomology and 20% would be allocated to CC1949.

It is recommended that the DT faculty member have a separate budget uploaded to the ePA-005, showing only his/her portion of the full budget; this will confirm correct allocation % for the DT hire.

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