

**Functional Series 600
Budget and Finance**

INTERIM UPDATE 05-07

SUBJECT: Cost Recovery for Information Technology Applications and Services

NEW MATERIAL: The attached document provides background information and implementing guidance on the obligation of program funds for the information technology (IT) applications and infrastructure services that are attributable to program-funded staff.

EFFECTIVE DATE: 05/04/2005

ATTACHMENT: Guidance on the Recovery of Program Funds for IT Infrastructure and Services

POLICY

USAID/General Notice
M/AA
05/04/2005

Subject: Cost Recovery for Information Technology Applications and Services

The attached document provides background information and implementing guidance on the obligation of program funds for the information technology (IT) applications and infrastructure services that are attributable to program-funded staff.

ADS Chapter 601, "Funding Source Policy", establishes that support costs should generally be charged to the appropriation used to fund salaries and benefits of USAID employees. Beginning in FY 2005, USAID will allocate the applicable share of costs for corporate applications and infrastructure services to the funding sources of program personnel in USAID/Washington and field missions.

The cost recovery applies to all categories of program-funded personnel who have access to USAID's IT services, including those hired under the Foreign Service Limited Authority, Participating Agency Service Agreements (PASA), Resources Support Services Agreements (RSSA), Personal Services Contracts (PSCs), Intergovernmental Personnel Act (IPA) agreements, Technical Advisors in AIDS and Child Survival (TAACS) agreements, Fellowships, Cooperative Administrative Support Unit (CASU) contracts, and other institutional arrangements.

The Bureau for Management's Office of Information Resources Management (M/IRM) will provide final FY 2005 charges to regional and central bureaus. Missions will determine the appropriation account and strategic objective for the charges and notify the regional bureau by May 15, 2005, in accordance with the attached guidance.

Point of Contact: Any questions concerning this notice may be directed to Sandra Malone-Gilmer, M/AA, (202) 712-1089, smalone-gilmer@usaid.gov.

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Notice 0513

File Name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
IU6_0507_050905_cd40	05/04/05	05/04/05	N/A	CD 40	This IU will remain active until the information in it is incorporated into the ADS (Chapter 601).