College of Science & Engineering Financial Practices
(updated December 2016)

**Academic Department ICR Return**

For sponsored projects that are eligible for ICR return, 15% of the ICR generated will be transferred to the appropriate departments. In general, projects not eligible for ICR return are those for which a significant match is committed to the project, and the exclusion from the ICR return calculation will be noted at the time the match is made.

In September of each year, the Associate Dean for Research and Planning will send each department head a letter with the amount of the ICR transfer to that department. The letter will include two amounts for each department:

- 80% of 15% of the department’s estimated ICR for that fiscal year
- The difference between the transfer for the previous year (the estimated 80% of 15%) and 15% of the actual ICR generated during the previous year

The total of these two amounts is added to the department commitment list and is transferred from the Dean’s Office to the department as part of the commitment process.

**Data Sources**

To view ICR generated, run a UM Report on chartstring 1024-11061-UM003. The CF2 values on transactions on that chartstring indicate the relevant department (i.e. deptid). This reflects ICR being deposited to the college’s ICR account, which is the basis for the annual ICR calculations.