

	UNIVERSIDAD CENTRAL DEL CARIBE	Policy#	ADR 0014
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		Contact	Associate Dean for Research and Graduate Studies
	Common Instrumentation Area and Services (CIAS) Fee for Service Policy	Last Reviewed/Update	October 2022
		Approval by	Dr. Diana M. Fernández

Fee-for-Service Policy for the Common Instrumentation Area and Services (CIAS)

Since 2008, one of the objectives of CIAS has been to maintain a procedure to obtain partial self-sufficiency for the CIAS component of the UCC (now under OADRGS) by establishing a Fee-for-Service Policy. Accordingly, under a separate account, OADRGS will utilize those funds preferably in any of the following areas according to needs:

1. Purchase of CIAS supplies and equipment.
2. Repair of CIAS equipment or service contracts for specialized equipment.

Procedure:

1. CIAS will charge **\$1,500 annually** for equipment and services to all researchers and basic facilities.
2. The OADRGS administrative office and CIAS technicians will oversee the billing and reporting requirements.
3. Invoices will be sent at the beginning of the fiscal grant year.

All researchers must consider this expense when submitting their proposals. The Signing Official will oversee that this expense is charged to the grant.

Researchers without grant funds can use CIAS without charging them the service fee. There will be advice for a commitment on their part to apply for this fee in their grants request.

OADRGS will review this policy periodically.