

What are Participant Support Cost?

Participant support costs (as defined in 2 CFR 200.75) are direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences or training projects. Uniform Guidance (2 CFR 200) requires prior approval of the Federal Agency in order to incur Participant Support Costs under federally sponsored awards. The Participant Support Costs must be incurred within the period of performance of the project and be specifically allowed by the sponsoring agency.

Who is a Participant?

A participant is defined as a non-USA employee who is the recipient, not the provider, of a service or training associated with a workshop, conference, seminar, symposium or other short-term instructional or information sharing activity. Participants do not perform work or services for the project or program unless it is for their own benefit. Participants may include students, scholars, and scientists from other institutions, representatives from the private sector, teachers, and state or local government agency personnel.

What costs are not considered Participant Support Costs?

The intent of participant support is solely to provide financial assistance for participants to attend conferences and training. Participant Support Costs do not include honoraria for guest speakers, expenses for the PI, project staff or collaborators to attend project meetings, conferences, or seminars, payments to GRAs, or payments made to research subjects as an incentive for recruitment or participation in a research project. Costs for hosting the conference or training should be budgeted and charged to the parent budget.

- ▶ Uniform Guidance states that participant support costs are exempt from F and A on federally sponsored projects. For non-federal awards, sponsor specific and/or award-specific guidelines should be reviewed at the time of proposal to determine if F and A is allowable.
- ▶ Should be accounted for in a separate sub budget.
- ▶ Rebudgeting of Participant Support Costs to another budget category requires the approval of the Federal agency.