



The University of Vermont

From: Kirk Dombrowski, Vice President for Research and Economic Development **KD**  
Claire Burlingham, University Controller **CLB**  
Holger Hoock, Dean of the Graduate College *HH*

To: Principal Investigators and Research Administrators

Date: January 22, 2024

Re. Budgeting Graduate Student Comprehensive Fee in Sponsored Projects

With the goal of simplifying and creating uniform expectations across grant-funded and non-grant-funded Graduate Research Assistants (GRAs), UVM will now begin including the Graduate Student Comprehensive Fee in its funding proposals—similar to the way that tuition is included for grant-funded GRAs. In effect with the release of this memorandum, all budgets for sponsored projects (federal and non-federal funds) that include GRAs (where not specifically prohibited by the sponsor via program announcements or other written guidance) should include a line item to cover the Graduate Student Comprehensive Fee.

Graduate Student Comprehensive Fee for Budgeting Purposes for FY25 onwards:

Fall/Spring:	\$1,086 per semester
Summer:	\$50
<hr/>	
12 months:	\$2,222

When budgeting for tuition and fees in grant applications, the amounts are most commonly budgeted in the “other” direct cost line item and included in the budget justification as part of the GRA’s compensation package.

Additional details will be forthcoming regarding the direct charging of these fees to new awards and existing awards once our teams review and update current procedures and systems.

Please direct technical questions to Sponsored Project Administration.

For broader questions, contact Holger Hoock, Dean of the Graduate College.