

## Supplemental Information on Policy - Salary Supplement for the Health Insurance Subsidy

Created by Sponsored Research Services

(Last updated 6/12/2009 by Diana Key)

- Each Fall semester, 1/3 of the expense will be charged to the project on which the student is appointed approximately 30 days after the beginning of the semester.
- Each Spring semester, 2/3 of the expense will be charged to the project on which the student is appointed approximately 30 days after the beginning of the semester.
- If the student is appointed to multiple projects and each appointment meets the eligibility requirements, the expense will be prorated across all projects on which the student is appointed as of the 30<sup>th</sup> day after the beginning of the semester.
- The Spring semester charge covers insurance for Spring and Summer semesters.
- If a student starts at FSU as of the beginning of the Summer semester, 1/3 of the expense will be charged to the project on which the student is appointed as of the 30<sup>th</sup> day after the beginning of the semester. Thereafter, 1/3 will be charged in the Fall and 2/3 in the Spring.
- In proposals, this cost is to be budgeted as part of the student's salary. Note that is an annual cost, so for multi-year proposals it must be included on each project year's budget.
- If a proposal budget justification is required, use a statement like this: "Graduate Assistant salary includes a supplement for health insurance in accordance with FSU policy." This may be particularly important for budgets to State agencies.
- If the PI knows s/he will appoint a qualifying student only for a Fall semester of the project year, then s/he may budget 1/3 of the amount.
- If the PI knows s/he will appoint a qualifying student for a Spring semester of the project year, then s/he may budget 2/3 of the amount.