

January 24, 2025

Natalie M. Chapman, MBA
Economic Development Supervisor
Wise County, VA
chapman_n@wisecounty.org

Dear Ms. Chapman,
Attached for your review and evaluation is our proposal entitled "Develop a Resilience Plan for Wise County," submitted by Dr. Majid Shafiee-Jood, School of Engineering and Applied Science, University of Virginia. The appropriate University officials have administratively approved the proposal.

The budget for the University of Virginia project is \$169,575. This includes sponsor funding in the amount of \$152,109 and UVA match in the amount of \$17,466. The inclusive dates are expected to be 05/01/2025 – 10/31/2026.

The University of Virginia is a not-for-profit educational institution of the Commonwealth of Virginia.

The University of Virginia reserves the right to negotiate any terms and conditions as appropriate for a public educational institution conducting research as part of its core mission. For additional assistance or questions on this submission, contact me at e-mail ena-opra@virginia.edu or phone (434) 243-3945. **NOTE: Contractual information and negotiations should be addressed to, Stewart P. Craig, Executive Director, Office of Sponsored Programs, P.O. Box 400195, Charlottesville, Virginia, 22904-4195 or phone (434) 924-4270 or e-mail ospnoa@virginia.edu.**

Sincerely,

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Na Ren
Assistant Director of Research Administration, Pre-Award
UVA Engineering
ena-opra@virginia.edu

Legal Name: The Rector and Visitors of the University of Virginia	
DUNS No. 065391526	Arif Karim, Acting Director
TIN No. 54-6001796	Division of Cost Allocation
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UEI No. JJG6HU8PA4S5	Phone: 301-492-4855

SEAS Proposal #FP00425640

Scope of Work - Develop a Resilience Plan for Wise County

The University of Virginia team will assist Wise County, the lead applicant, in responding to the Virginia Department of Conservation and Recreation (DCR) Community Flood Preparedness Fund (CFPF) – Round 5 on a Planning and Capacity Building project. Our team will serve as the contractor to develop a Flood Resilience Plan that meets and exceeds the minimum requirements provided in Appendix F of the CFPF Manual. This plan will address the unique needs of the County and the localities within the County, including the City of Norton, and the towns of Appalachia, Wise, Coeburn, St. Paul, Big Stone Gap, and Pound by assessing existing plans and ordinances, identifying the gaps in those plans, and incorporating relevant data from regional and local sources. The plan will emphasize a community-wide approach to flood resilience, focusing on immediate and cascading impacts of flooding and identifying flood hazard hotspots and mitigation projects. To ensure the plan reflects community priorities, we will facilitate stakeholder engagement activities and integrate feedback into the final deliverable. This collaborative effort aims to strengthen Wise County's capacity to mitigate flood risks and build long-term resilience.

The UVA team includes PI Shafiee-Jood and co-PI Culver from School of Engineering and co-PI Wilson from the School of Architecture. The project will provide partial support for a Graduate Research Assistant (PhD level) and an Undergraduate Research Assistant.

61.50%

Base for Indirect Costs

Budget Justification

Personnel – Dr. Majid Shafiee-Jood, PI, (AY@\$102,900 plus increases) will contribute 1.0 summer months over the course of the project (18 months). This effort includes 0.85 months in sponsor funding and 0.15 months contributed as cost share.

Dr. Teresa Culver, Senior Personnel, (10-months@\$161,100 plus increases) will contribute 0.75 months over the course of the project (18 months). This effort includes 0.57 summer months in sponsor funding and 0.18 academic months contributed as cost share.

Dr. Bev Wilson, Co-PI, (AY@\$114,600 plus increases) will contribute 0.75 months over the course of the project (18 months). This effort includes 0.57 academic months in sponsor funding and 0.18 academic months contributed as cost share.

Graduate Research Assistants (GRAs) and Undergraduate Research Assistants (URAs) – Costs are estimated based on the minimum and maximum payments for the academic year established by the University Office of the Vice-President and Provost. All compensation in SEAS proposals are within these guidelines. Per UVa policy, GRAs and URAs are limited in the number of hours they can work while taking classes, therefore to calculate hourly rates conversions are made by applying 1040 (GRA) and variable up to 1040 (URA) hours per calendar year. The support provided for GRAs also includes tuition and health insurance shown below as Other costs. One GRA (PhD level) contribute 6.0 calendar months in period 1 and 3.0 calendar months in period 2. One UGRA will contribute 78 hours in period 1 and 36 hours in period 2 at \$15/hr.

Personnel Accounting Method – The University accounts for salaried personnel on the basis of percentage-of-effort, not on a per hour basis. Any hours reflected in the proposal for these personnel have been converted solely for the convenience of the Sponsor. These hourly rates are not auditable either as proposed or as incurred hours. Conversions are made by applying a standard 2080 hours per calendar year or 1560 hours per academic year to the cost estimated by using a percentage-of-effort to determine the total salary cost.

Salary Increases – Salary increases of 3% per year (calculated effective July 1st) are from the University's Multi-Year Financial Plan used by the Board of Visitors and administration to guide the University of Virginia in long-term financial planning. The plan is also submitted to the State of Virginia. The projected rate for salary increases is based on available competitive salary surveys with other institutions.

Fringe Benefits – The University of Virginia's fringe benefits rates as they apply to sponsored programs are as follows: 28.6% for faculty, research staff, postdoctoral fellows, 38.6% for classified staff, university staff and professional staff, 7.4% for faculty summer salary, hourly staff, temporary employees and wage employees. Fringe Benefits can include: FICA/ Medicare, Retirement, Disability Insurance, Life Insurance, TIAA/ CREF, Workers' Compensation, Unemployment Insurance and Health Insurance.

Materials and Supplies - \$5,000 is requested in each period to purchase supplies purchase supplies for community engagement workshops and steering committee meetings. This includes workshop materials (e.g., posters, poster printing, sticky notes, pens, aisles, etc.), transcription services, and food. These funds will also be used to partially cover the costs of a workshop facilitator.

Travel - \$2,000 is requested in each period to partially cover the team members' travels to various workshops and community engagement activities to Wise County.

Participant Support – \$2,000 is requested in each period as stipends for participants in our various workshops and engagement activities.

Facilities and Administrative (F&A) (Indirect/Overhead) Costs – The University of Virginia's negotiated (Modified Total Direct Costs (MTDC) F&A rates with DHHS, per agreement of June 03, 2024, is 61.5% "on campus", 26% "off-campus", and 38% for Other Sponsored Activities. (Note: The MTDC base consists of total direct costs less equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Includes F&A on the first \$25,000 of subcontracts.)

<https://research.virginia.edu/office-sponsored-programs/fa-rates>

The University defines Fiscal Year as July 1 through June 30.

Matching Funds – The University of Virginia will contribute matching funds in the amount of \$17,466 over the life of the project. This includes contributed faculty effort (\$8,410), plus associated fringe benefits (\$2,405) and indirect costs (\$6,651).