

**RCUH**

Research Corporation  
of the University of Hawai'i

# Introduction to RCUH

October 7, 2024



# Presentation Outline

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- About RCUH
- Overview of Project Types
- Direct Projects
  - Project Request (Application)
  - Master Agreement
- Direct Project Fees
- Questions







# About RCUH

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# About RCUH

## A Brief Background

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The Research Corporation of the University of Hawai'i (RCUH) was established by the Hawai'i State Legislature in 1965 as a public instrumentality and is attached to the University of Hawai'i for administrative purposes. RCUH provides the ancillary services to hire personnel and procure goods/services on behalf of its clients (e.g., UH, state agencies, private not-for-profits).

### **MISSION**

To support and enhance research, development, and training in Hawai'i, with a focus on the University of Hawai'i.

### **VISION**

A Hawai'i where research, development, and training flourish and energize a prosperous state economy.

# RCUH's Function

## What is our purpose?



Research contracts often require a much more flexible and streamlined method of operation than is permitted by typical state agencies, which is one of the primary reasons why RCUH was created. In order to help the University run more like a business, RCUH was established to help hire personnel and procure goods and services in an expeditious manner. To provide this flexibility and expedite actions for research projects, RCUH is excepted from certain state laws, such as:

- **Sections 36-27 and 36-30**, relating to special fund reimbursements to the state general fund
- **Chapter 103D**, relating to procurement and construction contracts\*
- **Chapter 76**, relating to civil service
- **Section 78-1**, relating to public employment

\* *Provided that the exception shall not apply where state funds are used and compliance with Chapter 103D is required by a bill enacted by the legislature*

# RCUH Operations & Services

## Departments



### *Finance*

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- Accounting
- Disbursing
- Employee Travel
- Procurement
- Project Administration



### *Human Resources*

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- Employee Benefits
- Employment
- Information Systems
- Payroll
- Recruitment



### *Corporate Services*

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- Board Matters
- Communications
- Executive Office Support
- Online Training
- Special Events



# Project Portfolio

## Who We Serve

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Although the numbers fluctuate throughout the year, RCUH services approximately **3,800 active research and training projects** and processes more than \$250 million in annual expenditures for researchers.

These projects employ approximately **2,500 individuals** in a wide range of fields, including astronomy, oceanography, health, human services, natural resources, agriculture, education, business, and other areas. Employees are located throughout the state of Hawai'i, as well as the continental U.S. and other countries.



# FY 2023 Projects by County

HONOLULU



**3,547**

PROJECTS

**1,713**

EMPLOYEES

**\$272,616,355**

VOL. OF BUSINESS

HAWAII



**409**

PROJECTS

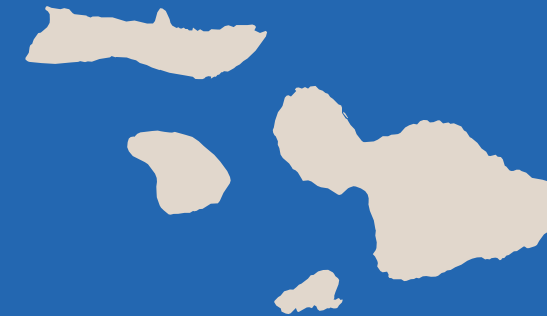
**606**

EMPLOYEES

**\$32,394,781**

VOL. OF BUSINESS

MAUI



**154**

PROJECTS

**317**

EMPLOYEES

**\$26,926,239**

VOL. OF BUSINESS

KAUAI



**21**

PROJECTS

**80**

EMPLOYEES

**\$1,961,427**

VOL. OF BUSINESS

OTHER (Continental U.S. + International)

178 EMPLOYEES

**NOTE: "Volume of Business" is the amount of expenditures processed in RCUH's Financial System, NOT RCUH revenue.**



# Overview of Project Types

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# RCUH PROJECT TYPES

## ***UH EXTRAMURAL PROJECTS***

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Externally sponsored federal and non-federal contracts, grants, and other agreements

## ***UH INTRAMURAL PROJECTS***

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Internally sponsored programs or activities funded with UH Research and Training Revolving Funds (RTRF) or Tuition and Fee Special Funds (TFSF)

## ***UH SRRC/ REVOLVING PROJECTS***

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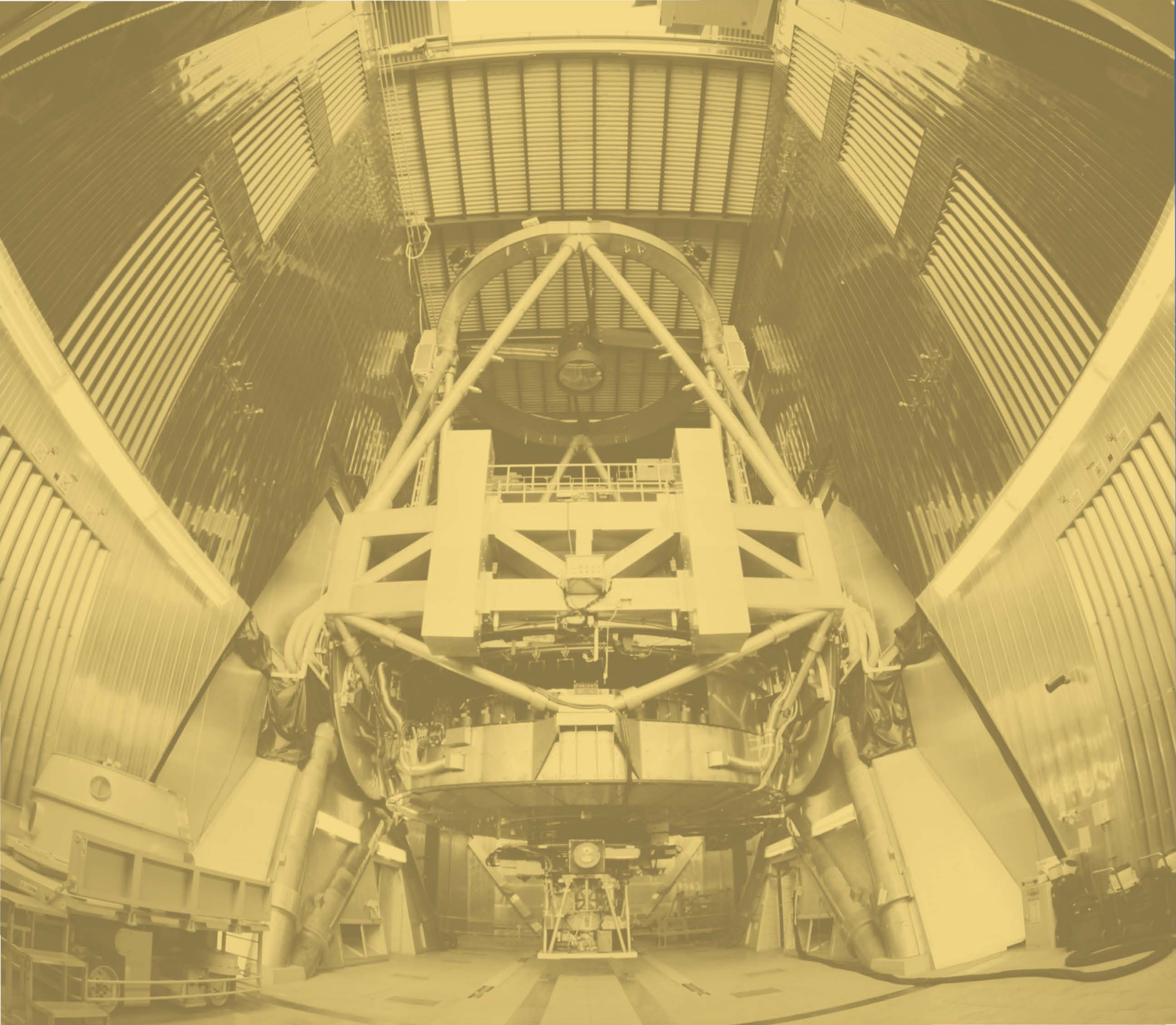
Self-sustaining, income-generating projects established to support a specialized service activity, a recharge center, or other sales and service activities

## ***DIRECT PROJECTS***

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Projects assigned to and accepted by RCUH from non-UH organizations, including federal and state agencies, international organizations, and other not-for-profit organizations





# Direct Projects

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# Master Agreement

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## *State of Hawai'i/RCUH Master Agreement*

» [Click to View](#)

### *About the Master Agreement*

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This agreement compensates RCUH for servicing state agencies (excluding UH) and establishes the guidelines state agencies must follow in order to seek RCUH services. Here are some examples of the criteria projects must follow:

- The nature of the research or investigation is at an intellectual level appropriate for university-level research
- Funding for the project exceeds \$25,000
- The project does not involve classified research
- The State program manager requires professional assistance in such areas as the development of the project scope
- Private sector assistance for the project is inappropriate because of such factors as lack of technical expertise, etc.



# Flow Chart of Grant Awards for State Direct Projects

» RCUH 1.410

Requesting department/  
agency (D/A) obtains  
Governor's written  
approval to use RCUH



D/A must furnish a  
concise justification  
and statement of reasons  
for need of service



D/A coordinates  
meeting with RCUH  
Director of Finance



D/A completes Direct  
Project Request Form,  
submits to RCUH  
Project Administration



State and RCUH jointly  
conduct reviews of  
ongoing projects to  
ensure appropriateness  
and compliance



Upon receipt of fully  
executed Project  
Agreement, RCUH  
establishes account in  
Finance System



D/A submits Project  
Agreement to RCUH. If  
approved, RCUH signs  
and returns executed  
agreement



Proj. Admin. reviews  
request. If approved,  
RCUH notifies D/A, who  
will then complete  
Project Agreement

RCUH Project Administration  
serves as Fiscal Administrator

# Flow Chart of Grant Awards for Non-State Direct Projects

» RCUH 1.420



RCUH Project Administration serves as Fiscal Administrator



# Direct Project Request

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## *What the Application Entails*

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The Direct Project Request is a detailed application that requires the following information:

- Detailed Project Description
- Insurance Requirements
- Financial Information
- Project Budget
- Funding Source (i.e., Federal, State, Other)
- Position Requirements
- Business References

# Direct Project Master Agreement

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## *Agreement between RCUH & the Direct Project*

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The Direct Project Master Agreement details:

- Services provided by RCUH
- Responsibilities of the Project
- Performance Period
- Compensation
- Insurance Requirements
- Indemnifications






# Direct Project Fees

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| Product A01 | 2015    | 2016    | %Growth |
|-------------|---------|---------|---------|
| Product A01 | 108,287 | 108,287 | 0%      |
| Product A02 | 81,838  | 81,838  | 0%      |
| Product A03 | 125,819 | 125,819 | 0%      |
| Product A04 | 278,181 | 278,181 | 0%      |
| Product A05 | 11,827  | 11,827  | 0%      |
| Product A06 | 108,287 | 108,287 | 0%      |
| Product A07 | 81,838  | 81,838  | 0%      |
| Product A08 | 125,819 | 125,819 | 0%      |
| Product A09 | 278,181 | 278,181 | 0%      |
| Product A10 | 11,827  | 11,827  | 0%      |

# Current Management Fee for Direct Projects



| Project Type                      | Cost Base | Cost Rate   |
|-----------------------------------|-----------|-------------|
| Direct Projects (State & Private) | MTDC      | 3.1% - 5.0% |

Direct Projects that are a State of Hawai'i Department/Agency have an indirect cost rate of 3.1%. Direct Projects that are Non-State entities have an indirect cost rate of 5.0%.

MTDC - Modified Total Direct Cost (expenditures excluding fixed asset purchases)



# Questions for County of Maui

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## *Determination of needs from Maui*

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- Determine what service County of Maui desires
- Determine fit within RCUH mission
- Determine Funding Source
- Conflicts with County Procurement Process?
- Conflicts with County Civil Service Process?
- Regulatory Approvals?

An aerial photograph of a tropical island, likely in the Philippines, featuring a prominent mountain range and a bay. The image is overlaid with a semi-transparent blue filter. The word "Questions?" is centered in a bold, yellow font.

**Questions?**



An aerial photograph of a tropical island, likely in Hawaii, featuring a prominent mountain range and a bay. The image is overlaid with a semi-transparent blue filter. The word "MAHALO!" is centered in the image in a bold, yellow, sans-serif font.

**MAHALO!**

## ESCS Committee

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**From:** Kaylee Hull <khull@rcuh.com>  
**Sent:** Thursday, October 3, 2024 12:14 PM  
**To:** ESCS Committee  
**Cc:** Keani N. Rawlins; Sarah N. Sexton; Keomailani H. Hirata; Zhantell K. Lindo; Shelly K. Espeleta; ESCS Committee; Leonard Gouveia  
**Subject:** RE: RCUH Presentation for Maui ESCS Committee  
**Attachments:** Maui Presentation\_Oct 7 2024\_small.pdf

Hello,

I tried sending the PDF a few minutes ago but it rejected due to the file size. I saved the presentation as a reduced size PDF, so hopefully it works this time.

Thank you!

**Kaylee Hull**

Director of Corporate Services

Research Corporation of the University of Hawai'i  
1601 East-West Road, Burns Hall 4<sup>th</sup> Floor, Makai Wing, Honolulu, HI 96848  
P: (808) 956-0503 | F: (808) 956-0502  
E: [khull@rcuh.com](mailto:khull@rcuh.com) | W: [www.rcuh.com](http://www.rcuh.com)



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**From:** Kaylee Hull  
**Sent:** Thursday, October 3, 2024 12:11 PM  
**To:** ESCS Committee <ESCS.Committee@mauicounty.us>  
**Cc:** Keani.Rawlins@mauicounty.us; Sarah.Sexton@mauicounty.us; Keomailani.Hirata@mauicounty.us; Zhantell.Lindo@mauicounty.us; Shelly.Espeleta@mauicounty.us; ESCS Committee <ESCS.Committee@mauicounty.us>; Leonard Gouveia <lgouveia@rcuh.com>  
**Subject:** RCUH Presentation for Maui ESCS Committee  
**Importance:** High

Good afternoon,

Please see attached for Director Gouveia's RCUH Presentation for Monday's meeting. If you have any questions, please feel free to call or email me.

Thank you,



**Kaylee Hull**

Director of Corporate Services

Research Corporation of the University of Hawai‘i  
1601 East-West Road, Burns Hall 4<sup>th</sup> Floor, Makai Wing, Honolulu, HI 96848  
P: (808) 956-0503 | F: (808) 956-0502  
E: [khull@rcuh.com](mailto:khull@rcuh.com) | W: [www.rcuh.com](http://www.rcuh.com)



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