**Participant Support Costs**

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Participant support costs (PSC) are defined by the Uniform Guidance in §200.75:

*Participant support costs means 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.*[*[1]*](https://rsp.wisc.edu/policies/ParticipantSupport.cfm#fn1)

A participant is the recipient, not the provider, of a service or training opportunity as part of a workshop, conference, seminar, symposium or other short-term instructional or information sharing activity funded by a sponsored award. Participants may be, but are not limited to, students, scholars, scientists from other institutions, or teachers. Participant support is funding provided to help defray the costs to participants or trainees (but not employees) of participating in a conference or training activity.

See the solicitation and/or award document for award specific PSC requirements.

**Management of Participant Support Costs**

Participant support costs are budgeted in a separate category in the application budget and must be accounted for separately. Participant support costs are excluded from the MTDC base when calculating F&A costs.

Once awarded, RSP sets up a separate project under the award to isolate participant support costs and to ensure that F&A is not applied against these costs. These can be identified in WISER by UW Project Type GM\_04 Participant Support. All expenses must be consistent with University policies for payments, travel, fees, and other costs.

**Rebudgeting Participant Support Costs**

Rebudgeting funds from the non-participant project into the participant support project may or may not require sponsor approval, depending on the applicable award terms. However, funds provided for participant support costs cannot be rebudgeted for use in non-participant projects and some participant categories unless prior written approval has been obtained from the sponsor. If a project has unexpended participant support funds that the PI/department would like to repurpose, the PI/department should work with their RSP accountant to process a prior approval request with the sponsor. Such rebudgeting should be done as soon as possible during the life of the award.