

What is **NOT** a Specialized Service Facility? (SAM 03.A.32)

Any activity at the University of Houston that provides goods and/or services to other UH departments, faculty & staff members, and students and recovers the costs associated with providing those goods and/or services from those users, **none of which will be making payment with funds from a federally sponsored agreement at UH**, will not be considered a Specialized Service Facility (SSF) and will not be subject to compliance with the policies and procedures set forth in SAM 03.A.32.

It must always be remembered that while an activity may provide goods and/or services to other UH departments, faculty & staff members, and students, **the activity will not be considered an SSF unless it provides goods and/or services to a federally sponsored activity at UH**. In other words, just because an activity provides goods and/or services to other UH departments, faculty & staff members, and students does not necessarily mean that the activity qualifies for treatment as an SSF. The only time the activity qualifies for treatment as an SSF is when it provides goods and/or services to, and recovers costs from, a federally sponsored activity at UH.

“Highly complex or specialized facilities operated by colleges, divisions, or departments that offer goods and/or services to, and receive recovered costs from, federally sponsored activities of the University of Houston System. Examples include, but are not limited to, telecommunication centers, super computers, animal care facilities, wind tunnels and reactors.” (SAM 03.A.32.3.7)

All other on-campus service providers that do not provide goods or services to federally-sponsored activities are governed by state procurement regulations and guidelines and other university policies and procedures pertaining to procurement, finance, and accounting (i.e., SAMs and MAPPs).