

ORSP Facilities & Administrative (F&A) Costs Waiver Form

Proposal Information

Principal Investigator (Project Manager, Lead Investigator)

email address

Sponsor/Agency

Proposal Title

*The Current Federally negotiated F&A rate for UWG is **40% MTD.***

Reduction/Waiver Request

F&A (Facilities and Administrative) cost rates (also known as indirect costs) are established by negotiation with the U. S. Department of Health and Human Services. F&A are costs that cannot be uniquely associated with a particular project but are nonetheless incurred by the university due to the project. They include costs such as 1) the cost of maintenance, heating, lighting, and cleaning in buildings where sponsored research is conducted; 2) the administrative costs of such components as procurement, accounting, and other units that provide services to grant and contract recipients; and 3) and depreciation buildings, equipment, and services. These costs are real and the collection of F&A costs ensures the maintenance of the University infrastructure necessary for carrying out sponsored research activity. These costs are budgeted and charged as a percentage of some of the direct cost elements.

In the space below, indicate reasons the University should consider approval of this request to reduce/waive the established indirect rate and explain how the project will benefit from the reduction. Any request to reduce F&A will be carefully scrutinized to ensure the project significantly benefits UWG’s mission. No F&A recovery will be returned to the UWG units who request and receive approval to waive any portion of F&A costs unless the sponsor specifically limits the amount (percent) recovered.

Attach additional pages if more space is needed.

Requested Unrecovered F&A \$ _____

Calculate the amount of F&A that could be recovered, but which you are asking to reduce/waive.

Difference between F&A Actual and F&A Requested:

$(40\% \times \text{total direct costs}) - (\text{requested reduction} \% \times \text{total direct costs})$:

Ex: if you are requesting a reduction to 10%

$(40\% \times \$50,000) - (10\% \times \$50,000) = \$20,000 - \$5,000 = \$15,000$ unrecovered F&A

PI Signature PI Name (printed) Date

Vice President for Innovation & Research Date

For ORSP Use Only		
Waiver/Reduction	Approved/Disapproved	Date: _____
Approved amount of recovered F&A:		\$ _____