

Proposal Information

1-Principal Investigator (Project Manager, Lead Investigator)

2- Proposal Title

COST SHARING

NOTE: \*UWG Faculty cannot cost share summer salary unless they will be specifically paid by UWG to work on the proposed project. Summer salary must be listed as a separate line item in the table below. \*\* Each person whose effort is being cost shared must be listed individually. \*\*\* Salary and fringe must be identified separately.

3- COST SHARING:

Detailed Description	UWG Department Account providing funds	Authorized Approver for Department providing funds (each authorized approver must sign form)	Required or Voluntary	Amount
<b>TOTAL AMOUNT OF SALARY, FRINGE TRAVEL, SUPPLIES, EQUIPMENT, ETC. TO BE COST SHARED BY UWG:</b>				<b>\$</b>

4-In-Kind (or Third Party) Cost Share (sources outside UWG)

Detailed Description	Partner funding Cost Share	Letter of Commitment (Y/N)	Required or Voluntary	Amount

5- Amount Requested from Sponsor: \_\_\_\_\_, Amount of Cost Share: \_\_\_\_\_, Cost Share = \_\_\_\_ % of Sponsor request.

6- Does this program/project support university-wide research goals or objectives? \_\_\_\_\_

7- Provide a brief explanation of why UWG is offering a cost share/matching costs for this project:

PI Signature \_\_\_\_\_ Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Dept. Chair/Supervisor (if not Academic Affairs) \_\_\_\_\_ Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Dean/Designee \_\_\_\_\_ Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Provost or Applicable V.P. (if cost share is more than \$10,000) \_\_\_\_\_ Date \_\_\_\_\_

Vice President for Innovation & Research \_\_\_\_\_ Date \_\_\_\_\_

## ***COST SHARING***

Cost sharing is defined as program or project costs not borne by the sponsoring agency. Cost sharing may include contributed effort, other University matching funds, unrecovered facilities and administrative costs (F&A or indirect costs), and third party in-kind contributions.

Cost Sharing occurs whenever part of the proposed project cost is to be borne by the University of West Georgia. UWG reserves the right to limit the amount of “voluntary” cost sharing. Please attach and submit this form with the Proposal routing form.

**3-**If university funds or resources are being used as a Cost Share or Match, the department providing the funds must be identified and the person with budgetary signing authority for that department must sign as the “Authorized Approver” in the table.

**4-**A Letter of Commitment is required from all Third Party Cost Shares. The letter must indicate the amount and time period for which the commitment is being made. If salary is part of the cost share, the hourly rate and anticipated hours per week and number of weeks must be clearly indicated in the letter.

**5-**Include the total amount being requested from the Sponsor, the Total amount of the Cost Share and then divide the Cost Share amount by the amount being requested from the Sponsor to determine the percentage for the Cost Share being matched.

**7-**If the Sponsor requires a match please indicate the Cost Share is required and include the percentage or dollar amount they require the university to match. If the Cost Share is voluntary, please provide detail as to why the funds are being volunteered and are not being requested from the sponsor.

## **SIGNATURES**

If the Total Cost Share is \$10,000 or greater, the appropriate University Vice President must sign this form.