

Exception to F&A Rate and Approval for 20% Shortfall

Project Information

PD/PI First Name	PD/PI Last Name	
Project Title		Published Sponsor F&A Rate:
Sponsor		

PART 1: Request for Exception to Published Sponsor F&A Rate

This section must be completed if the proposed F&A rate is lower than the published sponsor F&A rate.

Budget Pd	Per Sponsor			Requested Amount			Unrecovered F&A
	F&A Rate	F&A Base	F&A Costs	F&A Rate	F&A Base	F&A Costs	Exception
1							
2							
3							
4							
5							
Total							

Justification – Provide a justification for the exception request. Attach a justification if more space is needed.

☐ Check if F&A exception is used as Cost Sharing (if allowed by sponsor)

PART 2: Approval for Shortfall of 20% Recovery

This section must be completed for all proposals requesting less than 20% F&A, regardless of sponsor policy.

Budget Pd	Applicable F&A Base	F&A Rate	F&A Costs	20% x Applicable Base	Shortfall Amount	Source/Chargeline
1						
2						
3						
4						
5						
Total						

Justification – Provide a justification. Attach a justification if more space is needed.

Required Approvals

Dean

Signature: _____
Name: _____
Date: _____

Vice Provost for Research

Signature: _____
Name: _____
Date: _____