

Request for Variation of Facilities and Administrative (F & A) Cost Rates

1. Date _____ Proposal Due Date _____
Principal Investigator(s) _____
Department _____ College _____

2. Title of Proposal: _____

3. Sponsor _____
Source of Funds:
___ Federal Government ___ State Government ___ Area/Local Government
___ Private (for Profit) ___ Private (non-profit)

4. Budget information for period in which variation is requested:
a) Variation requested for period: From _____ to _____
b) F & A costs KSU is entitled to claim (see Policies & Procedures Manual, 7010)
___ of \$ _____ (Modified Total Direct Costs) = \$ _____
c) F & A costs to be recovered under proposed variation:
___ of \$ _____ \$ _____
d) Net unrecovered F & A costs (b-c) \$ _____
e) Faculty released time to be charged to sponsor: _____ person mos.
f) Faculty released time to be paid by KSU: _____ person mos.

5. Reason for requesting variation of F & A cost rates (if sponsor has a formal written policy stating its position on F & A costs, attach a copy)
a) If sponsor does not have a formal written policy, provide any knowledge you may have about sponsor's practices with regard to F & A costs, e.g., grants to other universities.

b) Comments in support of request.

c) Does this proposal involve any other waiver of or exception to normal University policies, e.g., intellectual property rights, fringe benefit rates, etc.

Signature of Principal Investigator

Date

Indicate recommendation below. Additional comments & support may be provided on reverse side.
yes no

Department Head
Director of Experiment Station
Dean of College
Assoc. Vice Provost for Research

Decision

Request Approved Request Denied
Vice Provost for Research Date