

Office of Contracts and Grants INDIRECT COST ADDENDUM FORM

Title of Project _____

Proposal No. _____

Sponsor _____

PI _____

Primary Unit _____

Begin _____ End _____ **OR** Duration _____

	1st Budget Period	Total Project Period
Direct Cost	_____	_____
Indirect Cost	_____	_____
Total	_____	_____
Cost Sharing	_____	_____

In accordance with CU Indirect Cost Reimbursement Policy, the federally approved indirect cost rates are to be applied to all contracts and grants. Exceptions are rare and must be approved by the Vice Chancellor for Research (or designee). This Addendum Form must accompany the Proposal Processing Form for any such project. The following is applicable to this project:

- 1. By law or regulation a governmental agency is limited in the amount or rate of indirect cost
- 2. A foundation has a formal written policy, consistently applied to all such awards, limiting indirect cost
- 3. A corporation is a prime contractor under a federal award and the IDC rate is limited by the governmental agency
- 4. The project is of such significant benefit to the campus that subsidization of indirect cost is warranted (if box 4 is checked, approval by the Vice Chancellor for Research or AVCR is required)

Note: For either condition 3 or 4 above, a written justification and explanation of the benefit of the project to the campus must be submitted by the principal investigator/project director (if it can not be adequately described below it must accompany this Addendum Form as an attachment).

OCG calculates the imputed "loss" of indirect cost recovery to be \$ _____

The following cost items have been included as "direct costs" that may be considered to help offset the "loss" of indirect costs in that the campus, dean, or institute or department also receive benefit:

- 1. AY Salary for the principal investigator/project director
- 2. Salary and/or tuition for graduate research assistants
- 3. Salary for technical support staff
- 4. Departmental administrative support
- 5. Equipment, supplies, telephone equipment
- 6. Travel or other costs

NOTE: It is absolutely essential that any cost items charged to a project be relevant, allocable, and beneficial to that project.

Additional Justification: the following aspects of the project describe the benefit to the campus of such a project and the ways that the "loss" of indirect cost is offset by those benefits (e.g., AY salary recovery, GRA salary and tuition support, seed money for possible future funding, departmental infrastructure costs):

Endorsement of Department Chair / Institute Director / Dean