UNIVERSITY OF ROCHESTER

**PROPOSED COST SHARING COMMITMENT FORM**

Note that this form must be completed for all mandatory cost sharing, regardless of whether the proposal is for research, training or other sponsored activities. It also must be completed for all voluntary committed cost sharing pledged for a research proposal, with the exception of: a) proposals indicating effort on NIH career awards that overlaps with other federal awards and b) effort reported on private foundation awards where there is overlap with other federal awards.

Investigator: Sponsor:

Proposal Title:

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| 1. **University Cost Sharing**

Type of Cost-Sharing: Voluntary 🞎 Mandatory 🞎 **If voluntary, please explain the necessity for University cost sharing** |
| **Category****(Identify Personnel by Name)** | Year 1**Dates** **to**  | Year 2**Dates****to** | Year 3**Dates****to** | Year 4**Dates****to** | **Year 5****Dates****to**  | Source of Cost Sharing: Company (ex. CM040)**Cost Center (ex. CC11475000)****FAO (ex. OPxxxxxx)** |
|  **(If dates of cost sharing are less than full budget year, please indicate)** |
| Personnel Effort |  |  |  |  |  |  |
|  |  |  |  |  |  | **CM****CC****OP** |
|  |  |  |  |  |  | **CM****CC****OP** |
| Staff Benefits @ \_\_\_\_\_\_\_ |  |  |  |  |  | **CM****CC****OP** |
| Tuition |  |  |  |  |  | **CM****CC****OP** |
| Equipment |  |  |  |  |  | **CM****CC****OP** |
| Other direct costs (Specify) |  |  |  |  |  | **CM****CC****OP** |
| Total Direct Cost |  |  |  |  |  |  |
| Indirect Cost @ \_\_\_\_\_\_\_\_ |  |  |  |  |  | **CM****CC****OP** |
| Total University Cost Sharing |   |  |  |  |  |  |
| **Total Cost Sharing Contribution $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Total Project Costs (Including University Cost Share Funds) $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

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| 1. **Third Party Cost Sharing**  (Attach supporting documentation: see instructions)

 Amount of Organization Cost Sharing Source of Cost Sharing |

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| **III**. **Related University Cost Share FAOs** FAO Principal Investigator Title of Project/FAO Designation |
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| Certification by Principal InvestigatorI certify that the costs and/or FAO(s) stated above represent costs and/or projects directly related to the work statement of the named proposal/project, and represent allowable cost sharing.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Principal Investigator Date |

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| **Approved**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chair Date Dean Date ORPA Date |

**Instructions to Proposed Cost Sharing Commitment Form (ORPA Form 150)**

Section I: University Cost Sharing

1) The proposed University cost share budget must be completed by category. The budget should reflect the budget identified in the proposal to the sponsoring agency.

2) If applicable, proposed University personnel costs must be identified by individual(s) and percentage of time devoted to the project.

3) The source of cost sharing must be completed. The source may be identified by: a) University departmental FAO (if known); b) approved Department or Dean’s Office FAOs; c) waiver of indirect costs. All waivers must be discussed and approved by the appropriate University Dean’s Office.

Section II: Third Party Cost Sharing

 If cost sharing is proposed by third-party sources, (i.e. the University is not a contributor), Section II must be completed. The organization providing cost sharing must be named and its respective contribution identified; verification of third party cost sharing should be provided by either the **Third Party Cost-Sharing Form** or a letter committing the organization signed by an authorized official. Subsequent supporting documentation must adhere to the University of Rochester Policy and Procedures for the Administration of Cost Sharing.

Section III: Related University Cost Share FAOs

 If cost sharing is proposed by use of another University FAO in total, Section III must be completed. The technical relationship between the two (or more) projects must be established. The FAOS must be identified and the PI must certify to their relatedness. Please note that other Federal projects may not be used for cost sharing in proposals to Federal agencies, unless specifically approved by the sponsor.

ORPA Form 150 Revised: January 2015