

INDIRECT COST REDUCTION OR WAIVER REQUEST FORM

An indirect cost reduction or waiver is defined as the acceptance of a rate lower than the maximum allowable indirect cost rate. **Use this form** when: 1) Requesting the indirect cost rate be less than the federally negotiated rates; 2) The sponsor requests (limits) the indirect cost rate to be less than the University of Wyoming (UW) federally negotiated rates. This limit does not apply uniformly to all grant recipients; 3.) Requesting waiver of indirect costs altogether. **Do not use this form** when: 1) Sponsor policy or statutory limitations indicate the reimbursement of indirect costs at less than the federally negotiated rates and is applied uniformly to all grant recipients. 2) The sponsor is an agency or governmental subdivision of the state of Wyoming and is therefore entitled to an indirect cost rate of 20% TDC. 3) Using UW federally negotiated rates. Indirect cost waivers and reductions are granted on a case-by-case basis. **Complete and submit this form to the Office of Research and Economic Development (ORED) to research@uwo.edu prior to proposal submission.**

Principal Investigator:		
College:	Dept:	Phone:
Sponsor:		
Project Title:		
Proposal Due Date:		
PI Signature:		Date:
Project Location:		On Campus Off Campus
Project Category:		Research Instruction Other

Project Budget	
Direct Costs (MTDC Base):	\$
UW Negotiated Indirect Cost Rate:	%
(A) Full UW Indirect Costs if allowed to be charged to the project:	\$
Requested Rate:	%
(B) Requested Indirect Costs:	\$
Amount of total Indirect cost requested for waiver consideration (A minus B)	\$

Justification for Waiver Request (Attached additional pages if needed)

The justification should include a rationale for the request and why UW should subsidize the indirect cost. Please attach additional pages if necessary.

Print Name	Approval	Signature	Date
Chair/Director:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Dean	<input type="checkbox"/> Yes <input type="checkbox"/> No		

For ORED Use Only

Vice President for Research & Economic Development (or designee)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	Date:
President, University of Wyoming	<input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	Date: