

KENT STATE UNIVERSITY

Indirect Cost Waiver Request

Kent State University has a federally-negotiated indirect cost (Facilities and Administrative costs) rate. Current rates are available on the Sponsored Programs [Institutional Fact Sheet](#) page. Kent State's policy is to apply the University's full negotiated indirect cost rate to all externally-sponsored projects.

Approval is required for all proposals not requesting full indirect costs unless the limitation is published in the sponsoring agency guidelines and consistently applied to all recipients. The Vice President for Research will consider requests for indirect cost waiver initiated by the Principal Investigator (PI), approved by the PI's department chair and dean, and reviewed by the Director of Sponsored Programs. Requests for waiver of indirect costs should be made at least 10 business days prior to proposal deadline. Under special circumstances waivers will be considered for for-profit sponsors. Waivers will not be considered for an office or agency of a foreign government.

Complete all sections of this form including signatures of PI, department chair and dean prior to forwarding to Director of Sponsored Programs.

Principal Investigator: _____

PI Phone: _____ PI E-Mail: _____

Project Title: _____

Sponsor: _____

Project Period: _____

Project Type:

Requested Indirect Cost Rate: _____ %

On/Off Campus:

Total Direct Costs: _____

Full Indirect Costs: _____

Requested Indirect Costs: _____

Difference: _____

Coeus proposal number*: _____

Proposal Deadline: _____

Brief Project Description:

Attach additional page if necessary

*Attach budget or include Coeus proposal number

Check here is completed waiver has been uploaded into Coeus proposal record.

Justification for waiver request:

Benefit of the proposed project to the Institution, in terms of enhanced university reputation. Explain below.

The project requires significant institutional cost-sharing. Explain below.

The project provides significant potential for a return on investment. This project will attract future funding with full indirect cost recovery. Explain below with specific examples.

Other. Explain below.

Explanation (use separate page if needed):

REQUIRED APPROVAL SIGNATURES:

Principal Investigator

Signature

Date

Department Chair

Dean

Signature

Date

Signature

Date

Director, Sponsored Programs

Vice President for Research

Signature

Date

Signature

Date