

Cost Sharing Request Form

For AUK purposes, cost-sharing is a contribution, either mandatory (required by statute, regulation or written policy) or voluntary, of cash or services provided by the grantee institution or a third party to the overall costs of a sponsored project. AUK discourages voluntary cost-share contributions but will consider mandatory or voluntary cost sharing when the project goals are consistent with the university unit, college and university missions. Contributions may be made from any non-Federal source, including non-Federal grants or contracts, and may be cash or in-kind. Cash and in-kind contributions are acceptable when they are not paid by sponsoring agency under another agreement; allowable institutional costs; and reasonable and necessary to the project objective(s). ***It is the Principal Investigator's responsibility to assure that all cost sharing commitments have been met and provide appropriate documentation for audit verification when necessary.**

	Personnel	Fringe Benefits	Travel	Supplies	Equipment	Other Direct Costs	Indirect Costs	Total
Sponsor Request	0	0	0	0	0	0	0	0
In-Kind Cost Sharing: <i>In-Kind Cost Sharing contributions represent the fair market value of non-cash contributions allocated to the sponsored project. Examples of In-Kind Cost Sharing include providing volunteer time or the use of existing equipment or real property during sponsored project performance.</i>								
Insert Department name and AUK (Example, CSD, AUK)	0	0	0	0	0	0	0	0
Insert Department name and AUK (Example, CSD, AUK)	0	0	0	0	0	0	0	0
External	0	0	0	0	0	0	0	0
Total In-Kind Cost Sharing	0	0	0	0	0	0	0	0
In-Cash Cost Sharing: <i>Cash Cost Sharing usually involves an outlay of hard dollars or funds specifically allocated to a sponsored project. Examples of Cash Cost Sharing are salaries and fringe benefits paid to employees who are working on the sponsored project, but which are not invoiced to the sponsor.</i>								
Insert Department name and AUK (Example, CSD, AUK)	0	0	0	0	0	0	0	0
Insert Department name and AUK (Example, CSD, AUK)	0	0	0	0	0	0	0	0
External	0	0	0	0	0	0	0	0
Total In-Cash Cost Sharing	0	0	0	0	0	0	0	0
Total Project Costs	0	0	0	0	0	0	0	0

Principal Investigator, Department: _____ Date: _____
 Project Title: _____ Project Period: _____
 Sponsor: _____ Deadline: _____

Justification for Cost-Sharing: Mandatory by the Sponsor
 Other, please specify: _____

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Dean/Unit head:	_____		
Director, Office of Grants Management:	_____		
Provost, Office of the Provost:	_____		

Forward this signed form to the Office of Grants Management by email: gm@auk.edu.krd

