

**TO:** Heather Clark, Executive Director, Research Operations

**VIA:** All Participating Deans / VP's

Name	College / Admin. Area
Name	College / Admin. Area
Name	College / Admin. Area

All Participating Chairs / Directors

Name	Unit
Name	Unit
Name	Unit

**FROM:** All Participating PIs / CO-Investigators

Name	Department
Name	Department
Name	Department

*If there will be additional investigators, chairs, or deans – please attach another sheet with their names / affiliations.*

**SUBJECT:** F&A Waiver Request

Insufficient funding for University facilities and administrative costs could reduce ASU's ability to attract and/or increase external support. Therefore, any request to reduce F&A will be carefully scrutinized to ensure the project significantly benefits ASU's mission. **No Research Incentive Distribution (RID) will be returned to the ASU units who request and receive approval to waive any portion of F&A costs.**

The following is my request for a waiver of full F&A cost and justification for the subsidization of the following project. I understand that historical precedence is not justification by itself for a waiver. **If a waiver is granted, I acknowledge that it is valid for this submission only.** All competing continuation / supplement /renewal funding will require a new waiver request which may or may not be approved.

Proposal Number: \_\_\_\_\_ Proposal Title: \_\_\_\_\_

Sponsor: \_\_\_\_\_

Do any of the funds come from federal or sub-federal sources?      Yes      No

Activity Type:      Organized Research      Instructional      Other

Full F&A Rate:      Base      Total full F&A dollar amount: \$

Requested F&A Rate:      Base      F&A amount at requested rate: \$

Dollar amount of the F&A waiver being requested: \$

**A strong justification for the waiver request must be provided on the next page (1 page limit)**

**ATTACHMENTS:**      **Proposed Budget**  
   **Budget Justification**

## WAIVER JUSTIFICATION

- Why should ASU subsidize / invest in this project?
- What benefits will accrue to ASU as a result of this project?

Do not exceed the space provided