

TO: Heather Clark, Asst Vice President, Research Ops

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: Post-Award 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.

Award Number: _____ Award 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: **Project Budget**
 Budget Justification

WAIVER JUSTIFICATION

- **Budget** - Why are we not able to use ASU's full F&A rate?
- **Future Planning** - If this project may be renewed in future, what steps are being taken to ensure that ASU's full F&A rate will be utilized on future funding for this program?
- **Diversity** - Please describe any ways that this project will benefit and include historically marginalized populations.
- **Charter** - How does this project advance ASU's charter?
- **Mission & Goals** - How does this project advance ASU's mission and goals?

Do not exceed the space provided