

## Facilities and Administrative Cost Waiver Request

The University of Southern Mississippi  
Office of the Vice President for Research

The University of Southern Mississippi policy on facilities and administrative (F&A) costs requires full F&A be applied to all research grants and contracts. Waivers of F&A are considered on a case by case basis. Application is made using this form, which must be completed and returned to the Office of Research Administration's Proposal & Award Management staff **before** preparing and finalizing the proposal budget. See the routing instructions in the highlighted area on the next page.

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*Do not use this form if the funding organization is a for-profit company or if the sponsor has a written policy on the amount of F&A allowed. No waivers are allowed on contracts with for-profit entities.*

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Principal Investigator:

Project Title:

Sponsor Funding Amount Requested:

University Matching Funds Required:

Proposed F&A Rate:

Sponsor and RFP link:

Brief Project Description (attach a draft budget):

1. Describe the rationale for the requested waiver.
2. Provide the total cost of the waiver to USM.
3. How will providing this waiver benefit the goals of the university, e.g. by funding additional graduate students, providing support to junior faculty, or leading to additional funding?

4. Will providing this waiver increase the probability of support from the agency? (Please provide grounds for an affirmative answer.)

No      Yes (explain below)

5. What other information, if any, supports this request?

**APPROVALS REQUIRED\***

\_\_\_\_\_
Principal Investigator

\_\_\_\_\_
Date

\_\_\_\_\_
School Director

\_\_\_\_\_
Date

\_\_\_\_\_
Dean

\_\_\_\_\_
Date

\*E-mail approvals are acceptable.

**Standard** routing order for this form: Principal Investigator ⇒ School Director ⇒ Dean ⇒ ORA-PAM ⇒ Associate Vice President for Research ⇒ ORA-PAM

**Exception** for GCRL/HSRC/TCMAC/CFRD/MEC/GCGC/RFWCOE: Principal Investigator ⇒ Center Director ⇒ GCRL Director (for TCMAC, CFRD, MEC) ⇒ Associate Vice President for Research Coastal Operations ⇒ ORA-PAM

**APPROVAL - OFFICE OF THE VICE PRESIDENT FOR RESEARCH**

Approved at \_\_\_\_\_ %      Not Approved \_\_\_\_\_

\_\_\_\_\_
Associate Vice President for Research

\_\_\_\_\_
Date