

UNT CENG Cost Sharing Policy and Procedure

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Cost Share

- **What is cost share?**
- **What qualifies as cost share?**
- **UNT Cost Sharing Policy**
- **UNT Cost Sharing Procedures**

Definition

- **Cost sharing or matching is the portion of project costs not funded by the sponsor.**
- **Usually associated with federal grants or cooperative agreements - NOT contracts**

NSF Major Research Instrumentation Program (MRI):
-cost sharing of precisely 30% of the total project cost is required for Ph.D.-granting institutions of higher education...

Criteria

In order to qualify as cost sharing, costs:

- must be directly identifiable with project**
- must represent costs incurred during period of performance**
- must be allowable under A-21 and guidelines of funding agency**

Cost Share In Proposal

If cost share is shown in proposal:

- It is a **commitment** of the award.
- It is tracked.
- It must not be included as cost sharing contributions on any other federally funded project.

Types of Cost Share

- **Mandatory - required by sponsor as a condition of award**
- **Voluntary - offered by the grantee when not specifically required by sponsor**

What qualifies as cost share?

- **salaries (faculty's academic time)**
- **associated fringe benefits**
- **equipment**
- **supplies**
- **tuition**
- **indirect costs associated with these**

UNT Policy on Cost Sharing

- **Cost share should not be included in the proposal unless it is required by the sponsor. (Mandatory)**
- **If required, do not exceed the amount or percentage identified in the RFP or solicitation (Minimize when possible).**
- **Cost Share must be approved by the Chair/Dean/VPR.**
- **Third Party cost share requires a backup account.**

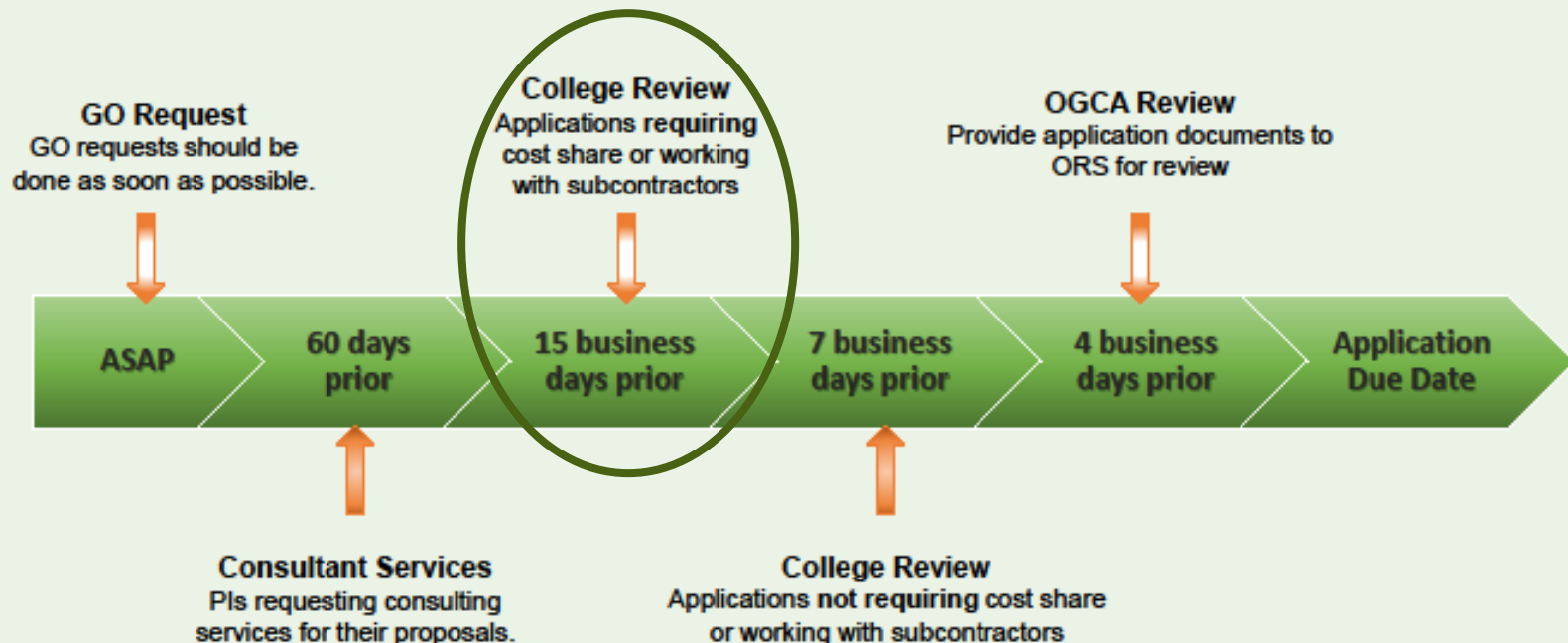
UNT Policy on Cost Sharing

Preferred mechanisms for cost sharing

- **salaries and fringe benefits**
- **F&A costs associated with any cost shared direct expense**
- **Unrecovered F&A costs due to a lowered or waived F&A rate**

Cost-Share Procedures at UNT

Grant Application Process



In the College of Engineering, submit materials directly to the Associate Dean for Research **three weeks** prior to the agency deadline.

Cost-Share Procedures at UNT

List of materials:

- a. Proposed budget using Budget Builder,**
- b. UNT Pre-Award Cost Sharing Form,**
- c. VPR&ED Request For Cost Sharing Form,**
- d. URL of the grant program to which you are applying**
- e. Draft of the proposal (An outline or overview of the proposal may be acceptable)**

Cost-Share Procedures at UNT

- Prepare two budget builders: **Sponsor BB** and **Cost Share BB**

Total Project Costs =

Grant/Contract Award + Cost-share
(Sponsor BB) (Cost Share BB)

Thank you!

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