

BUDGET PERIOD: start date: _____ end date: _____

COST SHARING/MATCHING--PERSONAL SERVICES (Attach another sheet if more than 6 individuals):

Employee Name	% time devoted	employee annualized salary	time period (dates)	Payroll account#	salary \$ contributed	ere rate	ere\$ contributed	sal + ere \$ contributed

total personal svcs: \$ _____

COST SHARING/MATCHING--OTHER DIRECT COSTS (Cost-sharing or matching in this category is discouraged):

Cost category	Description of anticipated expenditures	Account#	\$contributed

total other direct costs: \$ _____

TOTAL COST SHARING/MATCHING---DIRECT COSTS (PERSONAL SERVICES + OTHER DIRECT COSTS): \$ _____

COST SHARING/MATCHING--INDIRECT COST:

Start with Total Direct costs:	sponsor _____	UofA _____
Subtract capital:	sponsor (_____)	UofA (_____)
Subtract student fees/stipends (not wages or salaries):	sponsor (_____)	UofA (_____)
Subtract tuition & registration fees:	sponsor (_____)	UofA (_____)
Subtract facilities rental:	sponsor (_____)	UofA (_____)
Subtract patient care costs:	sponsor (_____)	UofA (_____)
Subtract portion of each subcontract over \$25,000:	sponsor (_____)	UofA (_____)

Result is Modified Total Direct Cost (MTDC): sponsor _____ UofA _____

Calculate A = UofA Full Indirect Cost Rate x (Sponsor MTDC + UofA MTDC)
 _____ x (_____ + _____) = \$ _____ = A

Calculate B = Sponsor Indirect Cost Rate x Sponsor MTDC
 _____ x _____ = \$ _____ = B

TOTAL COST SHARING/MATCHING--INDIRECT COST (Calculate A - B): \$ _____

TOTAL UofA CONTRIBUTION (DIRECT COSTS + INDIRECT COST): \$ _____

NON-UofA COST SHARING/MATCHING (Attach supporting documentation): \$ _____

Cost sharing and matching should never be volunteered!! It is the responsibility of the Principal Investigator to maintain auditable records of cost-sharing and/or matching expenses by verifying personnel time and keeping copies of expenditure documents for a period of up to five years after the grant terminates.

It is the responsibility of the PI to ensure that all persons whose time is used as cost share are aware of their commitment and that their time directly benefits the project.

principal investigator signature _____ date _____

PI signature may not be delegated.