



Request for IDC Waiver or Reduction

Request must be submitted to the appropriate Dean's Office
10 business days prior to proposal due date

Preparing people to lead extraordinary lives

This form must be completed for any proposed F&A recovery that varies from the current applicable LUC IDC rate with the following exception:

This form is not required for proposals to sponsors who have published rates that are less than the applicable LUC rate. "Published" means the rate appears within the sponsor's guidelines (e.g., request for proposal/application, funding announcement, BAA, terms and conditions, or other published guidelines) or is publicly stated on the sponsor's website. This documentation must be provided to ORS when submitting a proposal for institutional review and endorsement.

LU #: _____ Requestor: _____

PI: _____ Request Date: _____

Department: _____ Proposal Due Date: _____

Proposal Title: _____

Expected Performance Period: _____ - _____

Sponsor: _____ Is Sponsor Federal? Yes No

Will the project be funded from flow-through funding? Yes No Is Flow-through Federal? Yes No

Flow-through funder (if applicable): _____

Hospital/LUMC Resources (check all that apply)

- Patient Data LUMC Equipment Other _____
 Collection of Patient Samples LUMC Space N/A

If you answered yes to any of the items above, what is the status of LUMC's approval?

- Not yet Submitted In-Progress Approved

Select and enter the current applicable LUC IDC rate: [Current Grant Facilities & Administrative Rates](#)

- Organized Research (on-campus)**-all research and development activities of an institution that are separately budgeted and accounted for and are sponsored by federal and non-federal agencies and organizations. % _____
- Other Sponsored Activity (on-campus)**-projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research. Examples include; Health service projects, travel grants, support for conferences, seminars or workshops and community service programs. % _____
- Off-Campus**-If more than 50% of a project is performed in facilities not owned by LUC, then the off-campus rate applies. In general at LUC, all projects should be considered on-campus unless it is clearly documented that more than 50% (personnel effort, amount of time project activity occurring off-site, university systems used etc.) occurs off-campus. % _____

Does the sponsor allow IDC recovery? Yes No

Is this a fixed-price agreement? Yes No

If yes, anticipated minimum direct cost \$ _____ anticipated maximum direct cost \$ _____

If no, what is the Direct Cost amount in the proposal? \$ _____

What IDC rate is being requested? % _____

	If full rate is applied	If requested IDC rate is applied	Proposed Waived IDC
IDC Amount			

Justification for requested rate and how/if costs normally considered IDC will be included in the budget as direct costs if no Sponsor restrictions. If Sponsor restricts types of direct costs, include documentation from the Sponsor with your request.

Required documentation for submission (check boxes)

- Routing Form
- Proposed detailed budget
- Scope of Work
- Sponsor and/or Flow-through funder terms and conditions, funding announcements, or other Sponsor documentation stating IDC limitations and direct cost restrictions.

We have carefully considered institutional direct costs that can be captured when preparing this budget; such as, the inclusion of our direct costs for administrative support and supplies, non-discounted core charges, direct lab facility charges, etc., as allowable by the Sponsor.

Authorized Signature of Principal Investigator or Budget Administrator

Date

Incomplete requests missing information or support documentation will be returned

Central Office Endorsements

Endorsed by: Signature of Director of Business Operations

Date

Approved Denied

Authorized Signature of Vice Provost for Research

Date

If the grant is awarded, approved forms must be included with AU set-up request documentation submitted to Sponsored Program Accounting.