



**MANHATTAN
COLLEGE.**

The Grants Administration Office

Cost Sharing Information Form

Manhattan College school policy allows cost sharing only when it is required by the sponsor (see Faculty Handbook). A proposal with cost sharing cannot be approved without a completed and signed Request for Cost Sharing form.

PI/PD NAME:	SPONSOR NAME:
DEPARTMENT NAME:	START DATE:
RESPONSIBLE ADMINISTRATOR:	END DATE:
PROJECT TITLE/DESCRIPTION:	

List Sources of Cost Share Commitments e.g. Chair, Dean, Provost, or non-federal funds. Federal funds cannot be used as a source for cost sharing.

SOURCE NAME:	AMOUNT/VALUE:

Cost Sharing Worksheet

Fill-in cumulative totals or attach approved budget

If cost sharing is required due to the NIH salary cap, please check this box:	<input type="checkbox"/>
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1. SALARIES AND FRINGE BENEFITS:

- a. Faculty salaries + FB
- b. Faculty salaries + FB amount above the NIH cap
 - i. 12-month
 - ii. 9-month
 - iii. Summer
- c. Student salaries + FB
- d. Other salaries + FB

AMOUNT/VALUE:

2. FELLOWSHIPS:

3. CAPITALIZED EQUIPMENT (ITEMS COSTING ABOUT \$5K):

CASH IN-KIND

4. OTHER:

- a. Supplies
- b. Small Equipment (items costing below \$5K)
- c. Travel
- d. Consultants
- e. Space rental
- f. Miscellaneous (specify: _____)

5. FACILITIES & ADMINISTRATIVE COSTS (IF ALLOWED BY SPONSOR):

- a. MTDC (also exclude value of in-kind items)
- b. F&A total

6. TOTAL COST SHARE AMOUNT:

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Commitment Signatures (or attach letters of Commitment)

Date:

Date:

Date:

Date:

Date:

ORS Signature:

Please return completed form to the Grants via email (ejinks01@manhattan.edu),