



Grants Management Office

F&A Waiver Worksheet

Facilities and Administrative (F&A) costs cover institutional overhead, such as administrative support and facility maintenance sharing for a portion of a project's cost. It is applied as a percentage of direct costs, determined by MSM's negotiated rate.

Proposal/Contract Number: _____

PI Name: _____

Project Number: _____

Agency Name: _____

Project Short Title: _____

| | Budget Period (Beginning Date - End Date) | F&A Rate Allowed by Sponsor | F&A Rate Requested for This Project | F&A Waiver Dollar Amount |
|-------|--|--------------------------------|--|--------------------------|
| | | 0% | 0% | 0.00 |
| | | 0% | 0% | 0.00 |
| | | 0% | 0% | 0.00 |
| | | 0% | 0% | 0.00 |
| | | 0% | 0% | 0.00 |
| Total | | | | 0.00 |

Justification for F&A Waiver (attach additional pages as needed):

PI Name and Signature

| | |
|---------|------|
| | |
| PI Name | Date |

| | |
|---|------|
| | |
| Department Chair Signature (if appropriate) | Date |

| | |
|-----------------------------------|------|
| | |
| School Signature (if appropriate) | Date |

| | |
|----------------------------------|------|
| | |
| Other Signature (if appropriate) | Date |