Vice President for Research Revised 4/29/2020

Facilities and Administrative (F&A) Waiver & Rate Request Form

This request should be submitted as soon as you are aware that a Facilities and Administrative (F&A), also referred to as Indirect Cost (IDC), Waiver and/or Rate Request may be needed for the submission of a sponsored project proposal.

Guidance on when to submit a F&A Rate & Waiver Request Form can be found in *TAMU SAP 15.01.01.M0.01 Administration of Sponsored Agreements,* https://rules-saps.tamu.edu/PDFs/15.01.01.M0.01.pdf. Waivers of F&A costs for **foreign and private for-profit organizations are generally not allowable.**

If a proposal is awarded as a fixed price grant or contract and a residual balance remains at the end of the project term, *TAMU SAP 15.01.01.M1.02,* https://rules-saps.tamu.edu/PDFs/15.01.01.M1.02.pdf. *Residual Balances from Fixed Price Sponsored Agreements* will be used as guidance for disbursement of the unspent balance.

Maestro Proposal Number:	**Sponsor:**
Principal Investigator:	**Department:**
Proposal Title:	
Total Estimated Budget Amount:	**Proposed F&A Rate:**
F&A Rate Allowed by the Sponsor:	**Total Amount of Waived F&A:**
Project Location: On-Campus % Off-Campus %	
Project Category: ☐ Research ☐ Instruction ☐ Other Sponsored Activities	

Attachments Required: ☐ Draft Statement of Work ☐ Draft Budget ☐ Request For Proposal restricting F&A

Please explain the necessity and benefit to Texas A&M University and the State of Texas in waiving F&A costs.

Principal Investigator Print Signature	Date:
Department Head Print Signature	Date:
Dean Print Signature	Date:
Associate Executive Director for Research Administration James R. Joyce, Ph.D. Signature	Date:

Submit completed form to preaward@tamu.edu.