

University Cost Sharing

Some research grants and contracts require that the University contribute to the total cost of the project. This is not, however, generally true for federal sponsors. It is important for the Principal Investigator to estimate as accurately as possible the entire cost of the project and indicate the cost share borne by the university.

Institutional cost sharing can include both cash and in-kind contributions. Common examples include some percentage of academic year time of one or more of the faculty members involved, and the applicable indirect cost and fringe benefits. Other types of costs often shared are equipment, clerical or technicians' salaries, long distance telephone and office supplies, etc.

Federal funds **cannot** be used as cost shares on other federal grants. Cost sharing is subject to audit and must be substantiated by the same records as for federal expenditures.

Please note: Any cost share or in-kind contributions must be specifically approved by the Associate Provost for Academic Affairs and the unit or department or dean providing the funds *before* a commitment is made to a funding agency. Signatures indicating approval must be attained using the Purple Sheet (found at www.research.tcu.edu) and approval is not automatic. The faculty or staff member should allow time for obtaining such approval.