Indirect Cost Reduction/Waiver Request

To: _______________________
   Chancellor

From: _______________________
      Title

Subject: Indirect Cost Reduction / Waiver Request

Project Title:

Explain why the University should conduct this project at less than full indirect cost reimbursement:

Explain ramifications if reduction or waiver is not approved:

Source of Funding: Federal ___ State ___ Other ___ (specify) ___

Project Type: Research ___ Training ___

Project Location: On-Campus ___ Off-Campus ___

Project Cost Subject to Indirect Overhead: ____________
Applicable Indirect Cost Rate: ____________
Dollar Value of Full Indirect Overhead: ____________
Requested Indirect Cost Rate: ____________
Dollar Value of Reduction/Waiver: ____________

Approved / Disapproved

__________________________________________
Chancellor    Date
MEMORANDUM       April 17, 2006

TO:      John Morton, Interim Vice President, Community Colleges
          Rose Tseng, Chancellor, UH Hilo
          Gene Awakuni, Chancellor, UH West Oahu

FROM:    James R. Gaines
          Interim Vice President for Research

SUBJECT: Indirect Cost Reduction and Waivers

The indirect cost recoveries from extramural grants are important sources of
revenue to your respective campuses. Realizing the direct impact of indirect cost
reductions and waivers to your campus, I am delegating the authority to approve such
reductions and waivers to you effective immediately.

You may further delegate this authority to your designee(s) and should
communicate to administrators and investigators on your campus on how they should
obtain a reduction or waiver.

Should you have any questions, please contact me at 956-7490.

cc:       David McClain, President
          Kevin Hanaoka, Interim Director, ORS
MEMORANDUM

April 28, 2006

TO: Chancellors

SUBJECT: Indirect Cost Reduction and Waivers

Based on authority delegated to me by Interim Vice-President for Research Jim Gaines, I am delegating to you the authority to approve indirect cost reductions or waivers for extramural grants from your college. This delegation is effective immediately.

As you consider requests for reduction or waiver of indirect cost, please remember that such reductions will negatively impact the RTRF funds for your campus.

[Signature]

John Morton

C: Mike Unebasami
   Kevin Hanaoka