

VIRGINIA INSTITUTE OF MARINE SCIENCE
REQUEST OF VOLUNTARY REDUCTION/WAIVER OF F&A COSTS

Date: _____

To: Connie Motley, Director of Sponsored Programs

From: (Lead PI) _____

Proposed F&A rate to be used: _____

Amount of F&A costs requested to be reduced/waived: \$_____

Explanation/rational for why the reduced rate is necessary or justified in relation to accomplishing the work:

Explain the impact on the budget and/or completion of the project if the full negotiated F&A rate were to be used:

Approved

Denied

Signature of Director of Sponsored Programs

Date