

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

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

Guidance on when to submit an F&A Rate and Waiver Request Form can be found in the Facilities & Administrative (F&A) Rate Requests for Sponsored Research Agreements Guideline. **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 Residual Balances from Fixed Price Sponsored Agreements will be used as guidance for disbursement of the unspent balance.

Return completed form to (SRS administrator):

Phone Number:

Email:

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

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

Attachments Required: Draft Statement of Work Draft Budget RFP restricting F&A

Principal Investigator	Date:
Print	Signature
Department Head	Date:
Print	Signature
Dean	Date:
Print	Signature
Senior Associate Vice President for Research Administration	Date:
Print	Signature

Submit completed form to your SRS administrator.