

University of Wisconsin – Madison

Authorization for Exception to Cost Principles on Sponsored Projects

Request must be submitted to the School/College Research Administration Office and approved prior to purchase.

Computers and electronic devices are typically used for many different activities, including instruction, research, administration, email, and personal use. Thus, the Federal government argues that those items are not used solely to support the research objectives of any specific sponsored project and are not appropriate as direct charges to sponsored projects. Therefore, general purpose computing support is considered to be an administrative cost that should normally be covered by F&A reimbursement.

To obtain approval for an exception to the standard Federal principles that apply, submit this completed form to your School/College Research Administration Office.

PI on award:

Award # (MSN...):

Project # (133 or 144PRJ...):

Name of project:

Funding dates:

List the specific item(s) to be purchased:

Is the above item(s) already listed in the approved budget?

The requested item(s) is designated for the use of:

Allocation to this project: %

If less than 100%, what other funding will cover the remainder of the cost?

Explain in detail how the requested item(s) will be used:

I affirm that I have reviewed the Cost Accounting Guidelines and that the requested item(s) directly relates to the specific project referenced above. Principal Investigator (sign and date):

I approve this exception to the standard cost principles. Dean's Office (sign and date):