



Office of Research Services
Lakeside Campuses

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Request for IDC Waiver or Reduction

This form must be completed for any proposed F&A recovery that varies from the current applicable LUC IDC rate with the following exception:

This form is not required for proposals to sponsors who have published rates that are less than the applicable LUC rate. "Published" means the rate appears within the sponsor's guidelines (e.g., request for proposal/application, funding announcement, terms and conditions, or other published guidelines) or is publicly stated on the sponsor's website. This documentation must be provided to ORS when submitting a proposal for institutional review and endorsement.

PTAP#: _____

Requestor: _____

PI: _____

Request Date: _____

Unit/Department: _____

Proposal Due Date: _____

Select and enter the current applicable LUC IDC rate: [Current Grant Facilities & Administrative Rates](#)

Organized Research (on-campus)-all research and development activities of an institution that are separately budgeted and accounted for and are sponsored by federal and non-federal agencies and organizations. _____

Other Sponsored Activity (on-campus)-projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research. Examples include; travel grants, support for conferences, seminars or workshops and community service programs, Non-research. _____

Off-Campus-If more than 50% of a project is performed in facilities not owned by LUC, then the off campus rate applies. In general at LUC, all projects should be considered on-campus unless it is clearly Documented that more than 50% (personnel effort, amount of time project activity occurring off-site, university systems used etc.) occurs off-campus. % 26

Does the sponsor allow IDC recovery? Yes No

If not, what is the maximum rate allowed by the Sponsor?

A justification is required for a request to reduce or waive indirect costs. The justification should also include how/if costs typically considered IDC will be included in the budget as direct costs, if the Sponsor does not restrict these. If the Sponsor restricts these types of direct costs, include the restriction from the Sponsor with your request.

Required documentation for submission (check boxes)

- PTAP
- Proposed detailed budget
- Scope of Work
- Sponsor and/or Flow-through funder terms and conditions, funding announcements, or other sponsor documentation stating IDC limitations and direct cost restrictions.

We have carefully considered institutional direct costs that can be captured when preparing this budget; such as, the inclusion of our direct costs for administrative support and supplies, charges, etc., as allowable by the Sponsor.

Authorized Signature of Principal Investigator

Date

Incomplete requests missing information or support documentation will be returned

Approved

Denied

Authorized Signature of Vice Provost for Research

Date

If the grant is awarded, approved forms must be included with AU set-up request documentation submitted to Sponsored Program Accounting.