

F & A Waiver Procedures

Sponsored project budgets at the University of South Alabama should include all costs needed to accomplish the objectives presented in the proposal or agreement. The total cost of any project includes both Direct Costs and F & A Costs. Information about the University's Facilities & Administrative Costs (F&A) and the rate schedule can be found at http://southalabama.edu/departments/research/spa/project-management/fa_rates_and_fringe_rate_information.html

A waiver is required in order to budget any rate less than the fully negotiated rate. Principal Investigators are not authorized to negotiate a reduction or waiver of F&A with the sponsor. If the need to negotiate the F&A rate is anticipated, the PI should have approval in advance of budget development, proposal routing in Cayuse, and submission to the sponsor.

Effective June 1, 2018, all F & A Waiver requests must route through the InfoReady platform found at <https://southalabama.infoready4.com/#competitionDetail/1772544> Instructions on the use of InfoReady can be found at https://www.southalabama.edu/departments/research/resources/fa_waiver_submission_in_inforready.pdf under "Handouts".