

Application for Negotiated Indirect Cost Rate

Information to be Completed by Funding Agency

Name of Funding Agency:	Specific Funding Program (if applicable):	Indirect rate sought: %
Funder status (check one):		
<input type="checkbox"/> Government	<input type="checkbox"/> Public educational institution	<input type="checkbox"/> Other (please explain):
<input type="checkbox"/> Non-profit non-governmental organization	<input type="checkbox"/> Charitable foundation	
Name/Title of Contact:	Phone #:	Email:

Rate Options (choose one)

- Option 1: Application for a Standing Indirect Cost Rate** (see notes for definition)

Please attach evidence that the rate proposed is a bona fide established indirect costs rate that your organization consistently applies to all universities (or, in the case of non-Canadian funders, to all non-domestic universities) – e.g., your published program terms, or regulations or statutes that limit the indirect rates your organization can agree to.

OR complete the following certification (check as applicable):

- For Canadian organizations:** My organization pays a maximum of _____% towards the indirect costs of research and this rate is consistently applied to all Canadian universities; OR
- For non-Canadian organizations:** My organization pays a maximum of _____% towards the indirect costs of research and this rate is consistently applied to all non-domestic universities.

- Option 2: Application for a Provisional Indirect Cost Rate** (see notes for definition)

Please complete the following certification:

The rate sought for this project is the maximum rate our organization pays to other institutions for comparable research projects. We cannot pay indirect costs at a rate higher than that sought for this project for the following reasons:

(attach further details if space above is insufficient)

DECLARATION OF FUNDER REPRESENTATIVE

I certify that, to the best of my knowledge, the information provided in this application is correct and I will inform the UNBC Office of Research should I become aware of any changes to the information provided in this application or any errors or inaccuracies.

Signature

Date

Information to be Completed by Principal Investigator

Note: This section is required only if the application is for a Provisional Indirect Cost Rate

Name of Research Project:

Name of UNBC Principal Investigator:

I support this application and the Provisional Indirect Cost Rate set out above. As Principal Investigator for this project I believe that this project will have the following benefits to the University and/or community (see notes for examples):

(attach further details if space above is insufficient)

DECLARATION OF PRINCIPAL INVESTIGATOR

I certify that, to the best of my knowledge, the information provided in this application is correct and I will inform the UNBC Office of Research should I become aware of any changes to the information provided in this application or any errors or inaccuracies.

Signature

Date

ORS Approval of Requested Indirect Cost Rate

Signature

Date

Explanatory Notes

When research is funded externally UNBC's policy is to recover a flat minimum rate of 25% on the value of external research funding to assist with the indirect costs of research. The only exceptions to this flat minimum rate are Tri-Council grants, where UNBC already receives compensation for the indirect costs of research from the federal government, or negotiated alternative rates that are agreed to by the university through the Assistant Director for the Office of Research (on behalf of the Vice-President Research and Graduate Programs). There are two types of alternative indirect cost rates:

	Standing Indirect Cost Rate	Provisional Indirect Cost Rate
Description	A negotiated rate to apply to all research in a particular funding program, or to projects funded by a particular funder.	A negotiated rate that applies to a specific research project.
Duration	The rate will apply to any projects funded under the specified program/funder until the rate is revised or revoked.	The rate will apply only to the specific project covered under the provisional exception; any additional projects will require a new approval.
Eligibility	<ol style="list-style-type: none"> 1) The funder must be a non-profit organization (e.g., government, public post-secondary institution, charitable foundation, NGO); AND 2) The funder must provide evidence that the rate proposed is a bona fide established indirect costs rate that the funder consistently applies to all universities (or, in the case of non-Canadian funders, to all non-domestic universities). 	<ol style="list-style-type: none"> 1) The funder must demonstrate an inability to pay indirect costs at a rate higher than that sought; AND 2) The funder must provide evidence that they do not pay higher indirect rates to other organizations for comparable research projects; AND 3) It must be demonstrated that the proposed project will benefit the university and/or community (e.g., providing resources, equipment, or infrastructure not otherwise available; academic benefits to staff; or education opportunities for students not otherwise available).