



Western Michigan University

Request for Facilities & Administrative Rate Waiver

This form must be accompanied by a brief description of the proposed research, a budget and a budget justification.

Principal Investigator:		Phone
College	Department	
Project Title		
Sponsor		Total project direct costs
Step 1.	F&A Rate	Amount of F&A dollars
F&A Costs WMU is entitled to claim (full F&A rate)		
Requested F&A Reduction (requested reduced F&A rate)		
Step 2. Justification for reduction (provide detailed rationale for WMU voluntarily reducing its F&A recovery.):		
I endorse this voluntary reduction with the understanding this will reduce what is returned to the university and my unit.		
Department Chair/Center Director Name	Department Chair/Center Director Signature	
I endorse this voluntary reduction with the understanding that this will reduced what is returned to the university and my college/unit.		
College Dean Name	College Dean Signature	
Disposition: Date	Approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>
Rationale:		
VP for Research and Innovation or designee Name		VP for Research and Innovation or designee Signature