

# UCSB Office of Research – UC Cash Project Contribution Request

To be completed when requesting UC Cash project contributions only.

**In order to guarantee processing of your request, completed form should be submitted no later than 10 working days before the agency deadline.**

Record # \_\_\_\_\_

Sponsor Deadline \_\_\_\_\_

Lead PI \_\_\_\_\_

Lead PI Email \_\_\_\_\_

PI Home Dept \_\_\_\_\_

Administering Dept \_\_\_\_\_

C&G Liaison Name \_\_\_\_\_

C&G Liaison Email \_\_\_\_\_

Proposal Title \_\_\_\_\_

Funding Sponsor \_\_\_\_\_

Solicitation Title \_\_\_\_\_

**Co-PIs & their home department(s):**

**Other Collaborators: (i.e., universities, industry, gov't labs)**

Does the solicitation require cost sharing?    Yes    No

Is cost sharing prohibited in the solicitation?    Yes    No

Does the solicitation require a Letter of Support?    Yes    No

Please describe the sponsor's cost-sharing requirement *and* associated page # from solicitation

---

**Sponsor Budget:**

Direct Costs    \$ \_\_\_\_\_

Indirect Costs    \$ \_\_\_\_\_

Total Budget    \$ \_\_\_\_\_

**Cost Share Budget:**

Secured In-Kind    \$ \_\_\_\_\_

Requested Cash    \$ \_\_\_\_\_

Total Cost Share    \$ \_\_\_\_\_

**Please attach required documents as outlined on page 2 of this form**

FOR OFFICE OF RESEARCH USE ONLY				Date Received: _____
APPROVED	DENIED	Total Commitment: _____		
<u>Funding Contributors</u>	<u>Annual Commitment</u>	<u># of Years</u>	<u>Total</u>	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	

All commitments made at proposal stage are considered preliminary and may be reduced proportionately to any reduction in award.

For questions about completing this form, please contact [costshare@research.ucsb.edu](mailto:costshare@research.ucsb.edu).

## UC Cash Request -- Required Documents

1. **UC Cash Project Contribution Request Form**
2. **Detailed Sponsor & Cost Share Budgets**
3. **FOA/Solicitation**
4. **Project Description/Summary (~1/2 page)**
5. **Detailed justification** for requested cash cost share (~1/2 page). Please be sure to address the following questions as a part of your justification:
  - a. How does the requested cash cost share enable your project to better achieves its objectives? Why are these costs not included in the sponsor budget?
  - b. What necessary functions of your proposed project will not be possible without the inclusion of the requested cash cost share?
  - c. If cost sharing is not required by the sponsor, do you have an indication that the inclusion of cost share will increase competitiveness? How will the inclusion of the requested cost share make your proposed project more competitive?