FORM TO REQUEST VOLUNTARY COMMITTED COST SHARING  
Yale School of Medicine and Yale School of Nursing

When a sponsor does not stipulate that cost sharing or matching funds are required but a Principal Investigator (PI) includes such costs to enhance a proposal, the cost sharing or matching is considered to be voluntary. Voluntary committed cost sharing is specifically pledged in the proposal. Some common examples include:

- A percentage of effort of faculty or senior researchers included in a proposal budget or stated in the text of the proposal for which compensation has not been requested;
- The purchase of equipment for a project, identified in the proposal, for which funds have not been requested.

If the proposal is accepted by the sponsor, the proposed cost sharing or matching funds may then be considered mandatory by the sponsor. Voluntary committed and mandatory cost sharing has negative implications for the School and must be collected and reported in accordance with Yale's Policy 1306.

Requests are not required for: a) proposals indicating effort on NIH career development awards that overlap with other federal awards and b) effort reported on private foundation awards where there is overlap with other federal awards.

Please print form, complete all sections, and forward to:

Medical School  
Cynthia Walker  
Deputy Dean for Finance and Administration  
Yale School of Medicine SHM I-202

Faculty Name
_____________________________________________________________________________________________________

Dept/Program
_____________________________________________________________________________________________________

Sponsor
_____________________________________________________________________________________________________

Total Amount of Proposed Voluntary Committed Cost Sharing (include all years)
_____________________________________________________________________________________________________

Source of Support (linked account number)
_____________________________________________________________________________________________________

Explanation for the type and necessity for Voluntary Committed Cost Sharing
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________

Administrator/Business Manager: ____________________________________________________________
Date: __________________________ Address: _______________________________________________________

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Approved: __________________________ Denied: __________________________
Signed: ________________________________________________________________

Comments: _______________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

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