Cost Sharing (updated 11/14/12)

Three types of cost sharing:

- **Mandatory cost share:** Cost sharing that is required by sponsors as a matter of statute, regulation or policy, or is indicated in individual solicitations.

- **Voluntary committed cost share:** Cost sharing that is not required by sponsors, but is offered by PI’s in proposals. If included in the budget section of the proposal it becomes a commitment that must be met upon award.

- **Voluntary uncommitted cost share:** Not required by a sponsor, nor offered in a proposal, but which occurs in the course of executing the project, primarily in the form of actual effort greater than committed effort.

Northwestern University’s institutional stance on cost sharing:

Some sponsors require institutional cost matching on their grants and contracts as a matter of statute, regulation or policy. Individual solicitations may also indicate a cost matching requirement. In these cases, the University follows its long-standing practice of meeting published mandatory cost matching requirements for targeted programs.

Northwestern University does not typically cost share on a voluntary basis, consistent with its objective of maximizing sponsor cost reimbursement to support the continued growth of the research enterprise. **A voluntary cost sharing commitment can be made where the competitive forces and perceived institutional benefit of receiving the award are deemed to be sufficiently strong to warrant the commitment.**

**WCAS policy:** If voluntary committed cost share exceeds 1% on the proposal routing form, a formal request must be made to and approved by the WCAS Assistant Dean for Research and Graduate Studies prior to submission of the proposal. This request should include the % effort requested and supporting rationale for the request.