

F&A Distribution Agreement

INSTRUCTIONS: This form is required to document an agreement between investigators and College administrations to split recovered F&A (indirect) costs on a funded sponsored project. It may be completed at the time of proposal submission or at time of award. **This form must be completed, signed and submitted to the Office of Contract and Grant Accounting (cga@nova.edu) prior to the creation of the sponsored index account that will generate the F&A.** Refer to NSU Facilities and Administrative Cost Recovery Policy at https://www.nova.edu/osp/policies/forms/fa_cost_recovery.pdf.

NOTE: Projected split amounts less than \$1,000 will not be considered.

Section A: Project Information		
PI Name:	PI Department:	PI College:
Funding Agency:		Index (if funded):
Title of Project:		

Section B: F&A/Funding Information: Please provide the information below based on the final proposed budget (if completed at proposal) or the final award (if completed at award). If you have questions about completing the F&A Rate/Funding Information, please contact the Office of Sponsored Programs at osp@nova.edu.

F&A Cost Rate for Proposal/Award:	Rate Type: <input type="checkbox"/> MTDC <input type="checkbox"/> TDC <input type="checkbox"/> S&W <input type="checkbox"/> Other	
Total Direct Costs:	Total F&A Costs:	Total Costs:

Section C: Investigator Split and Approvals (if applicable). Please provide the percentage split for the Principal Investigator(s) and Co-Investigator(s) (must total 20%) and the projected amount for each. Each investigator for whom a percentage of F&A is allocated, and their Dean, must sign to approve the arrangement. *NOTE: If there will not be a split between investigators, this section does not need to be completed.*

Investigator:	College:	Incentive Account #	% F&A Split (Must total 20%)	Projected F&A Amount	Investigator Signature	Dean/Designee Signature
Total:						

Section D: College Split and Approvals: Please provide the percentage split for the College (must total 30%) and the projected amount for each. Each Dean for which the College will be allocated a percentage of F&A must sign to approve the arrangement. *NOTE: If there will not be a split between Colleges, this section does not need to be completed.*

College/Unit:	College Org #:	% F&A Split (Must total 30%)	Projected F&A Amount	Dean/Designee Signature
Total:				

NOTES (Please add any explanatory notes, if needed):