Indirect Cost Waiver Request Form

Aloha, Faculty & Staff,

Chaminade's Federally negotiated Indirect Cost (IDC) rate is 45%. Under certain circumstances the rate of 45% can be waived by the Provost. **A waiver of indirect cost must be approved prior to grant submission.** A waiver request should be submitted as soon as you are aware that an IDC waiver is necessary **and at least 5 business days before the proposal deadline.** Please complete the following form to request an IDC waiver. For guidance on completing this form please contact the Office of Sponsored Programs & Research Integrity (OSP) at osp@chaminade.edu.

Please include a copy of your budget with the request. This form may be attached to your eGrants submission.

SECTION A: CUH Proposal Information – *To be completed by the CUH PI (or delegate) prior to submission to OSP.*	
	Date: _____
Project Investigator/ Director:	Grant/ Proposal/ Fund:
Project Title:	
E-mail Address:	Phone:
Project Start Date:	Project End Date:

SECTION B: Justification – *To be completed by the CUH PI (or delegate) prior to submission to OSP. Check all that apply.*
1. ☐ Yes ☐ No   I am requesting a waiver of the Federally negotiated Indirect Cost rate of 45%.
2. ☐ Yes ☐ No   IDC not allowed by agency/ sponsor.
3. ☐ Yes ☐ No   The agency/ sponsor has a specified IDC rate.
4. ☐ Yes ☐ No   The proposal is $50,000 or less.
5. ☐ Yes ☐ No   This is a Training Program proposal.
6. ☐ Yes ☐ No   Other
If "Other" please explain in the space provided below. Attach an explanation for any "Yes" answer to questions 1-5 above.

SECTION C: Signatures – *To be completed by the CUH PI (or delegate) prior to submission to OSP.*	
Project Investigator/ Director:	Date:
Approved: ☐ Yes ☐ No	AOR:

Revised: 11/25/25