Research Administration Practices (RAP) Sessions

Cost Sharing:
Post Award Management

May 23, 2023

Josh Freedman, Director for Finance and Administration, Institute for Soldier Nanotechnologies

Mary McGonagle, Senior Contract Administrator II, RAS

Erin George, Senior Staff Accountant, Sponsored Accounting, VPF

Carole Trainor, Senior Research Administration Support and Education Specialist, VPR
Agenda

RAP Sessions: Targeted skills based educational offerings open to the Research Administration community at MIT. Information gathered and shared with attendees can be taken back to their desks and applied immediately.

What is Cost Sharing?
Sponsor Requirements
Cost Sharing at MIT
Tracking & Documenting:
  • Salary & EB
  • Tuition Subsidy for Grad RA Effort
  • F&A
  • Non-Salary
  • Third Party
Reporting and Closeout of Award with Cost Sharing
Introductions

Mary McGonagle, Senior Contract Administrator II, RAS

Josh Freedman, Director for Finance and Administration, Institute for Soldier Nanotechnologies

Erin George, Senior Staff Accountant, Sponsored Accounting, VPF

Carole Trainor, Senior Research Administration Education and Support Specialist, VPR
What is Cost Sharing?

Cost sharing, also known as “matching” or “Non-Federal Share” is that portion of a project or program cost that is not borne by the sponsor.

**Mandatory**

- **Required by the sponsor as condition of the award** (e.g., solicitation states “at least 20% cost sharing” – MIT views 20% Mandatory and anything beyond that as Voluntary)

**Voluntary**

- MIT offers cost sharing that the sponsor does not require or in excess of mandatory cost sharing requirements
  
  Note: F&A costs associated with a voluntary cost sharing commitment must be borne by the DLCI.

**Auditable Commitment**

Whether cost sharing is required by the sponsor or is offered voluntarily, once an award is made all cost sharing commitments represent binding obligations of the Institute.
Federal Sponsors and Uniform Guidance

Uniform Guidance 2 CFR 200.306 Cost sharing or matching:

• Voluntary cost sharing is not expected in federal research proposals and cannot be used as a factor during the merit review. For cost sharing to be considered by the funding agency it must be specified in a notice of funding opportunity.

• No cost sharing should be budgeted unless it is specifically required by an agency's funding solicitation.
Read the FOA/Solicitation for Cost Sharing

Check the “Cost Sharing” section of a Federal sponsor FOA or look for terms like “matching” or “In-Kind” contributions in Non-Federal solicitations.

A Funding Opportunity Announcement (FOA) or solicitation may require a minimum percent of the total project cost, or percent of the total amount funded by the sponsor.

The requirement may also vary based on criteria in the FOA. For example, ARPA-E may have a reduced cost share requirement for project teams made up solely of Educational Institutions.

Grantees with a cost sharing/matching requirement must provide the correct amount of match funds, use the funds only on allowable expenses, and maintain records.
Calculating Cost Share Required Amount

Example of Calculating Cost Sharing/Matching Requirement

The federal government (DOE) funds a $1,000,000 grant, and the match requirement is an 80/20 ratio (federal/recipient).

1. Compute total project cost
   
   **Federal funding of $1,000,000**
   
   **Formula:** Federal share ($) divided by federal share (%)
   
   \[ \text{Total Project Cost} = \frac{\text{Federal share (\$)}}{\text{federal share (\%)}} \]
   
   **Example:** $1,000,000 / .8 = $1,250,000

2. Compute cost share/match amount
   
   **Formula:** Total Project Cost ($) minus federal share ($)
   
   \[ \text{Non-federal share (\$)} = \text{Total Project Cost (\$)} - \text{Federal share (\$)} \]
   
   **Example:** $1,250,000 minus $1,000,000 = $250,000

3. Confirm cost share percent
   
   **Formula:** Non-federal share ($) divided by Total Project Cost ($) = Non-federal share (%)
   
   \[ \text{Non-federal share (\%)} = \frac{\text{Non-federal share (\$)}}{\text{Total Project Cost (\$)}} \]
   
   **Example:** $250,000 divided by $ 1,250,000 = 20%
Cost Sharing MUST

Cost sharing is eligible when all of the following criteria are met:

- VERIFIABLE from the recipient's records
- NOT included as contributions for any OTHER FEDERALLY ASSISTED PROGRAM
- NECESSARY and REASONABLE for accomplishment of project objectives
- ALLOWABLE under the applicable cost principles of the sponsored agreement
- NOT PAID BY THE FEDERAL GOVERNMENT under another assistance agreement (unless the agreement is authorized by federal law to be used for cost sharing or matching)
- In the APPROVED BUDGET when required by the sponsoring agency
- INCURRED during the EFFECTIVE DATE OF THE AWARD
- CONFORM to other provisions of the applicable AGENCY GUIDELINES.

See MIT RAS What Is Allowable/Eligible Cost Sharing?
Cost Sharing Types

Cash contributions (MIT preferred types)
- MIT Tuition Subsidies for Graduate Students’ RA Effort
  (at proposal stage limited to 66% tuition subsidy committed as cost sharing)
- Effort/Fringe Benefits and F&A (i.e., Faculty AY Salary & EB, F&A)
- Equipment Purchase (other non-salary expenses)

In-kind contributions (3rd Party)
- Services
- Equipment
- Supplies
- Real Property
The following expenses CANNOT be offered as cost sharing:

- **Other Federal Awards:** The PI may NOT utilize funds from one Federal award as cost sharing on another Federal award (the PI may utilize funds from non-federal awards as the source of cost sharing when specifically allowed by the federal sponsor).

- **Use of MIT-Owned Equipment (in MIT’s current inventory):** The sponsor is already paying for a portion of it through the F&A rate calculation and the equipment was not purchased for use on this project. Note: Use of Service Centers (direct charges) should be allowable.)
NOT Allowed as Cost Sharing

- **Institute facilities such as laboratory space.** The use of MIT facilities is recovered from sponsors through the application of the F&A cost rate.

- **Unallowable costs per Uniform Guidance** ([2 CFR, Part 200 Subpart E](https://www.govinfo.gov/content/pkg/CFR-V-20-p-200-subpart-e/page-28351)

- **Salary dollars above a regulatory cap.** i.e., NIH salary cap limits the salary amount that may be charged to NIH grants and contracts. The Institute may pay an individual’s salary amount in excess of the salary cap with non-federal funds. However, **this differential cannot be used for cost sharing.**

DLCI should **NOT** request a cost share child for salary dollars over the cap. VPF runs a report for all awards with NIH as sponsor or prime sponsor that shows all WBS accounts over the cap and JVs excess salary expense using an account identified by the DLCI.

See RAS [What Is Allowable/Eligible Cost Sharing?](#)
Understand the cost sharing commitments

• Most awards require that the cost sharing commitment be fulfilled by the expiration of the award. **However, there may be interim obligations for expenditures and/or reporting**

• Some awards **may limit the re-budgeting of cost sharing or may require approval** for certain costs

• Costs must be **allowable per agreement terms**
Award Set Up – Parent & Cost Share Child (if needed)

RAS creates a **Parent (Level 1)** award in KC and an **Award ID** is assigned. The Parent award will pull forward cost share commitment information from the **KC Institute Proposal > Distribution** tab, which must be updated by the DLCI submitting a [Cost Share Template](#).

RAS and the DLCI will have a conversation about needing a cost share template submitted. A cost share child is created for **MIT ‘Mandatory Funded’** or **‘Voluntary Funded’** cost share (except Tuition Subsidy).

For example, if you are using **Faculty salary, EB** and associated **F&A**, a Cost Share Child will be created.
KC Award Level-1 Parent

Check **Commitments** to view Cost Sharing pulled from Institute Proposal or updated by Cost Share Template.
If the Commitments > Cost Sharing screen has Type = "Funded" and Project Period = 1, 2, 3, etc., instead of FY, it indicates that the award has not been updated per a Cost Sharing Template.

If a Cost Share Template is not received, the red lines will feed to SAP Authorized Total (incorrectly inflate the award amount)
**KC Award Commitments:**

What will feed to SAP Authorized Total

---

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<th>*Source</th>
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Total: $76,589.54

*Red lines will have amounts feed to SAP Authorized Total.*

*Why?*

Because Project Period is current or prior fiscal year *and* Source Account does not start with '0'.

Research Administration Practices (RAP) – Cost Sharing Post-Award Management
The Authorized Total will include only those lines:

- that are for the **Current FY and Prior FYs**. If FY is in the future, it will not feed to the SAP A/T. *(Note – if period is not updated to a Fiscal Year, then “1” and “2” are seen as years and *will* feed)*

- have a source account that does not start with ‘0’. **Any account not starting with 0**, whether a valid Cost Object or not, will cause the cost sharing amount to feed.

- The SAP A/T is increased for parent(S) so that CS child distributions can be made; $ will feed (i.e., be distributed from the parent) to the CS Child A/T based on the CS lines entered in the child account.
Cost Sharing Template: DLC responsibility

- Full cost sharing obligation under the award must be described, including MIT Funded and Non-Funded (3rd party, donated), per FY for project period.

- DLC may consolidate amounts for all non-funded cost sharing “Other” except for that provided by subrecipients.

- Indicate Type, Amount and Funding Source.

- If another DLC is funding a cost share type, get account# and signature.

- Must be submitted to RAS for review and posting to KC award parent and child.

- Yearly, prior to mid-July, submit to RAS all changes to the cost sharing plan for the current FY.

See Cost Sharing Template Guide
Record post-award cost sharing obligations. A **Funding Source (SAP Account)** must be entered for **MF/VF** (not a source code beginning with “0”)

Update using Cost Share Template:

- Annually review and fund cost sharing commitments
- Respond to project changes that affect sources, staffing
**KC Award Commitments:**

**After initial Cost Share Template**

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**Cost Sharing Table:***

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**Total:**

|               | $79,369.54        | $0.00             |

**Comments:**

10/01/2020 updated cost share for FY2021-FY24. Ref. D8449147 | Added cost shares from Proposal Number 20971798

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**Only the blue lines should be included in the Cost Share Child Account.**

**Why?**

Because they represent actual revenue funding that will be transferred into, and planned expenditures that will be charged to, the SAP account. (Funded Cost Sharing)

Research Administration Practices (RAP) – Cost Sharing Post-Award Management
Cost Sharing Myths

- Cost Sharing is MIT’s money – we can spend it as we see fit (do not need to follow Uniform Guidance regulations on Allowable Costs or restrictions in terms of the agreement).

- Cost Sharing should be treated as a “Rainy Day fund” – spend the sponsor funding first, then use the cost share if needed.

- Cost Sharing funds that are not spent at the end of the award can be used on other projects or moved to the PI’s discretionary account.

- DLCI does not need to track and document Cost Sharing Tuition Subsidy because it’s not in SAP.
When the **Commitments > Cost Sharing** screen for the WBS Cost Share Child is updated, VPF processes JV funding entries for all amounts shown on the cost sharing WBS with funding source accounts for the current fiscal year. The cost sharing $s will be transferred by from the MIT source cost object (using GL 800702 Cost Sharing - Transfer Out) to the cost sharing WBS account (using GL 800701 Cost Sharing- Transfer In) based on Kuali Coeus data.

**VPF will reach out to the DLCI if the Cost Share template needs to be modified.**
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**Summary:**
## Cost Sharing:

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**Total:** $199,884.67

### Comments:

- 3/08/19: updated FY21 cost share, OST #47934
- 3/25/19: added FY20 cost share for 1234567 per OST
- 3/11/19: Updated FY 18 and added FY 19 1234567 cost share per OST, re-opened
- 1/7/19: Updated FY 18 cost share per OST 16017
- 3/13/2018: added FY 18 for 1234567
Tuition Subsidy

MIT currently provides a 55% tuition subsidy for Graduate Student Research Assistant (RA) during the Academic Year and 100% tuition subsidy during the Summer.

During proposal phase, only 66% of the tuition subsidy may be used to budget for cost sharing but at award phase, 100% of the actual incurred expenses for tuition subsidy may be used (based on RA effort).
In the Cost Share Template, use **0000005** as the **Funding Source** and **9999999** as the **Destination** account.

Since the Tuition Subsidy is paid for with MIT general funds, cost share funding for Graduate RA Tuition Subsidy is not moved to a WBS cost share child account.

Fall and spring RA tuition subsidy is charged to the Academic Department’s RA Tuition Account 17XXXXX; the summer RA tuition subsidy is charged to the Institute’s Account 1732200.

The DLCI should document:
- name of the student,
- his/her percent effort
- period of the effort on the project
- total amount of the subsidy provided during that period.

Each year, the DLCIs must send cost sharing documentation for a graduate student RA tuition subsidy to the RAS CA (via OST).
Salary/EB and F&A

Funds for the faculty Salary/EB and F&A will be transferred by VPF to the WBS Cost Share child cost object based on the Cost Sharing Template entered in KC Award. **SAP will display the funds as Revenue.**

The DLC is then responsible for **changing salary distribution to the WBS cost sharing child cost object.** The Expenses must match Revenue.

Salary and related employee benefits must be tracked and certified in the effort reporting system. The DLCI submits an updated Cost Share Template to ensure that accurate Salary & EB and F&A are described.

See [https://vpf.mit.edu/salary-distribution-requirements](https://vpf.mit.edu/salary-distribution-requirements)
The Institute will absorb the F&A costs associated with cost sharing that is **Mandatory** (required by the funding agency). Funds for the F&A associated with the salary/EB and other non-salary costs are transferred by VPF to the WBS child cost object. In the Cost Share Template, the DLC must calculate the correct F&A cost per FY. For Mandatory Funded F&A, 1402600 as funding source.

Funding for F&A costs on cost sharing commitments that are **Voluntary**, not required by the funding agency, a DLC account must be provided as funding source in the Cost Share Template.
Third party In-Kind Contributions

Per Federal regulations, the value of non-cash contributions provided by non-Federal third parties, may be in the form of real property, equipment, supplies and other expendable property, and the value of goods and services directly benefiting and specifically identifiable to the project or program.

• Detailed Valuation and Documentation Guidelines are described in the reference document – Cost Sharing Primer for DLC Administrators, pages 10-13.

• Third-party cost sharing on federal awards and grants must meet the Uniform Guidance criteria that define allowable cost sharing expenditures.

Action Items for DLCIs:

• Maintain copies of non-MIT-funded cost sharing – in the event of an audit or questioned costs (DLCI may send copies to RAS CA to upload to KC Award)
• RAS Research Subawards Team (RST) includes cost sharing requirements in the subrecipient agreement, requiring cost sharing reporting on invoices for payment.

• DLCI has responsibility for determining that the subrecipient has completed sufficient work for the invoice to be paid and are meeting cost sharing requirements.
Tracking & Documenting

It is the responsibility of the DLCI to monitor, track, and document cost sharing to ensure that all cost sharing commitments (mandatory and voluntary) made as a condition of the award are met, properly recorded and documented.

SAP Summary Statements for WBS cost sharing child cost objects must be reviewed each month or quarterly so that adjustments can be made in a timely manner, and that rates of expenditures can be monitored to assure availability of funds.
Cost Share Reports

• DLCI – check KC award and agreement terms for reporting requirements. Some sponsors may require more detail than others.

• DLCI - report to sponsor based on agreement terms (some require interim/quarterly reporting). Share copies of all cost sharing reports to the sponsor with RAS.

Final Financial:

• VPF audits the WBS Cost Share Child

• VPF will include total amount of cost share expenditure (if needed)

• DLCI will provide VPF with records of Cost Sharing that are not funded through a WBS cost share child as needed.
### Recipient Share:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>i.</td>
<td>Total recipient share required</td>
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</tr>
<tr>
<td>j.</td>
<td>Recipient share of expenditures</td>
<td>$25,504.24</td>
</tr>
<tr>
<td>k.</td>
<td>Remaining recipient share to be provided (line i minus j)</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

#### Notes:
- **Recipient:** Massachusetts Institute of Technology
- **Fiscal Year:** 2019
- **Report Period:** May 1, 2018 - April 30, 2019

---

#### Program Income:

- i. Federal program income earned
- b. Program income expended in accordance with the project alternative
- c. Program income expended in accordance with the cost-allocation alternative
- d. Program income expended in accordance with the cost-allocation alternative (less federal share)

#### Recipient Share:

- i. Total recipient share required
- j. Recipient share of expenditures
- k. Remaining recipient share to be provided (line i minus j)

---

**Certification:** By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fraudulent, or misleading information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Sections 1017).

---

**Paperwork Burden Statement:**

The Paperwork Reduction Act, as amended, requires agencies to provide a statement of information unless it is a valid OMB control number. The valid OMB control number for this information collection is 1546-0551. Public reporting burden for this information collection is estimated to average 1 hour per response, excluding time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This includes pressures to reduce this burden to, the Office of Management and Budget, Paperwork Reduction Project (1546-0551), Washington, DC 20503.
Cost Share Closeout

• VPF will audit cost share child accounts.
• DLCI needs to provide information on whether everything is posted to the child account. If not, inform VPF.
• VPF confirms the correct FY Rates were used, checks that Secondary Costs, Categories were funded correctly.
• Funded amount (Authorized Total) must equal expenditures.
• DLCI must revise Cost Sharing Template as needed.
• Account in balance is closed.

See RAP: Financial Closeout of Sponsored Projects [PDF] [Video]
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<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Fiscal YTD</th>
<th>Cumulative</th>
<th>Commitment</th>
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<td>Revenue</td>
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<td>Transfers &amp; Cost Sharing</td>
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<tr>
<td>Cost Sharing</td>
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<td><strong>27,808.10</strong></td>
<td></td>
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<td>600701 - Cost Sharing - Transfer In</td>
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<td><strong>27,808.10</strong></td>
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<td>TOTAL Cost Sharing</td>
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<td></td>
<td><strong>27,808.10</strong></td>
<td></td>
</tr>
<tr>
<td>TOTAL Transfers &amp; Cost Sharing</td>
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<td></td>
<td><strong>27,808.10</strong></td>
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</tr>
<tr>
<td>TOTAL Revenue</td>
<td></td>
<td></td>
<td><strong>27,808.10</strong></td>
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<tr>
<td>TOTAL EXPENSE NET OF REVENUE</td>
<td></td>
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<td><strong>3,588.41</strong></td>
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</table>
Feedback

We are providing a QR Code for you to access a RAP learning session feedback survey via your phone or mobile device.

I will also provide a link https://mit.co1.qualtrics.com/jfe/form/SV_d12laUlu3eumtaS to access the form via the web and in a follow up email.
Helpful Resources

VPF Sponsored Accounting Team
https://vpf.mit.edu/staff/134

RAS Grant & Contract Administrator
https://ras.mit.edu/about-ras/staff/by-department

RA Support
Ra-help@mit.edu

Josh Freedman (offers assistance with tuition subsidy tracking questions)
joshf@mit.edu
MIT Cost Sharing Resources

- RAS Cost Sharing webpages
- MIT Cognos Cost Share Reports (Public Folders > Departmental Reports > Financial DLC Reports > Cost Sharing Reports)
- Cost Sharing Primer
Cost Sharing
Tips from the Trenches... A case study
Institute for Soldier Nanotechnologies
ISN Cost Sharing

Mandatory from original BAA

22.7% of the cost of the program is cost share

Capped at $14.6M

Funded from many sources

Sponsored pushed hard for same cost sharing to get renewal in 2007 and for 2012.
Pre Award

Planning Cost Sharing for a Proposal

Mandatory

F&A is covered! (Free Money)

Voluntary

Don’t do it! Not used to evaluate proposal.

Cost share on entire project if possible, not on specific tasks. Be careful how your proposal is worded and how the award reads.
ACCOUNTING AND APPROPRIATION DATA

AAA: 9720/301833A/2154E6330700000005062063115616710000193036209F14ATD422006001000061AF67100
COST CODE: A60F1
AMOUNT: $1,000,000.00
CIN GFEBS0010298546700001: $1,000,000.00

AB: 0212132104204000006661125550300026178.00071001 6100.9000021001
COST CODE: A60F1
AMOUNT: $472,209.00
CIN GFEBS0010298524000004: $472,209.00

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COST CODE: A60F1
AMOUNT: $100,000.00
CIN GFEBS0010298524000002: $100,000.00

AD: 2122985900000264652062278625FBD363C30MFPR2KDAT2N1362258911JS19136
COST CODE: A60F1
AMOUNT: $93,057.34
CIN GFEBS0010298524000003: $93,057.34

AE: 0212132104204000006661125550300026178.00070991 6100.9000021001
COST CODE: A60F1
AMOUNT: $31,297.00
CIN GFEBS0010298524000004: $31,297.80

TERMS AND CONDITIONS

1. Contracting Officer’s Representative: Dr. Robert Kokoska

2. Principal Investigator: Dr. John Ioannopoulos


4. Cost Sharing is not applicable for this task order.

5. This task order will be performed in accordance with the terms and conditions of Contract: W911NF-13-D-0001.
RA Tuition Subsidy

“Free” cost sharing

Never works as you project

Reduces Flexibility for PI

Potential Change in Subsidy Rates

$1,000,000+ hit to the original ISN contract when rate went from 65% to 45%

Not easy to track and document
Other Sources of Funds

PI Discretionary

Good luck with that!

Department, Deans, VPR, Provost, etc.

For larger projects with mandatory funding

Third Party Sources - Industry

Be very careful here: Document & question everything
Cost Sharing Template

Learn to love it!

Fill it out ASAP and get it signed.

This is the real documentation for all the deals you and your PI(s) made to get the cost sharing

Check to make sure funds are drafted

Yearly template for F&A on Mandatory CS

Use template to move funds from Parent to Child
# Cost Sharing Template

(Complete separate template for each fiscal year)

## Level One WBS Element: 691506

## Level One WBS Project Period: 5/1/07 - 12/31/09

<table>
<thead>
<tr>
<th>Cost Sharing Template</th>
<th>FY</th>
<th>Amount</th>
<th>Funding Source</th>
<th>Destination Account***</th>
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<tr>
<td>(a) Funded Cost Sharing</td>
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<tr>
<td>MF VF Salary &amp; EB* Individual Name</td>
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<td>$194,706.75</td>
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<td>MF VF Non-Salary</td>
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<td>MF VF F&amp;A** Tree</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>MF VF Tuition Subsidy</td>
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<tr>
<td>MF VF UROP</td>
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<td>MF VF Unrecovered F&amp;A</td>
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<tr>
<td>MF VF</td>
<td></td>
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<tr>
<td>MF VF</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>(b) Non-Funded Cost Sharing</td>
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<td>MNF VNF Volunteer Services</td>
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<tr>
<td>MNF VNF Subrecipient***</td>
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<tr>
<td>MNF VNF Non-Federal Sponsored Support</td>
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<tr>
<td>MNF VNF Equipment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MNF VNF Other</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

| Total Cost Sharing | 194,706.75 |

### Comments:
Funding for Cost Sharing on the ISN contract. This is to draft in the F&A to balance the account through 12/31/09.

Mandatory cost sharing on the ISN contract.

**Important Note:** Comments are entered only on the Level One WBS and may be viewed by all COEUS users.

* When a salary % (not $) is committed as cost sharing, use the current FY salary to calculate future year amounts. Then when actual salary and EB are known, complete and submit to DSP a COEUS Cost Sharing Data Change Form. When cost sharing salary is funded by a cost object outside the administering DLC, enter a separate line for each individual adding the individual's last name. (Individual names will not be entered in COEUS.)

**Unless otherwise negotiated, enter Institute account 1402600 as funding source for Mandatory-Funded (MF) F&A. Enter a DLC account for Voluntary Funded (VF) F&A.**

***Must be entered if subrecipient cost sharing is proposed.

****Destination account must be entered only when more than one lower level WBS cost sharing account is requested. If cost sharing accounts have not yet been created, enter Destination "A", "B", "C", etc. to identify the separate accounts.

Approval of funding source(s) outside the administering DLC

<table>
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<tr>
<th>Funding Source</th>
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<td>1402600</td>
<td>John Donnelly 2/1/2010</td>
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</table>
During the Project

Spend the cost sharing funds.

It only counts for actual expenditures, not what has been drafted into the account.

ESDS / Data Warehouse to track RA tuition.

Sample RA Tuition Report

Summer Tuition - Cost Object 1732200

RAS has access to this account in SAP

Summer Tuition Report
During the Project

Spend the cost sharing funds. It only counts for actual expenditures, not what has been drafted into the account.

ESDS / Data Warehouse to track RA tuition. Sample RA Tuition Report Summer Tuition - Cost Object 1732200

RAS has access to this account in SAP

Summer Tuition Report
During the Project
Spend the cost sharing funds.

It only counts for actual expenditures, not what has been drafted into the account.

ESDS / Data Warehouse to track RA tuition.

Sample RA Tuition Report

Summer Tuition - Cost Object 1732200

RAS has access to this account in SAP Summer Tuition Report

Cost Element 422310 - Tuition-RA-not MIDC

<table>
<thead>
<tr>
<th>Cost Center</th>
<th>1732200 GRADUATE SUMMER TUITION</th>
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<tr>
<td>Company</td>
<td>Mass. Inst. of Technology</td>
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<tr>
<td>Supervisor</td>
<td>ZEVEN /CHRISTOPHER A</td>
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</table>

Summer Tuition Report
Third Party Cost Sharing

Great source of cost sharing in many cases

Get documentation of in kind contributions

Relatively easy to do

Use “retail” value of items if at all possible

Documentation of salaries from company of personnel working on your project
## Third Party Cost Sharing

**Great source of cost sharing in many cases**

- Get documentation of in-kind contributions
- Relatively easy to do
- Use "retail" value of items if at all possible
- Document salaries from company of personnel working on your project

### Contract Cost Estimator

<table>
<thead>
<tr>
<th>EMPLOYEE</th>
<th>HOURS</th>
<th>RATE/HR</th>
<th>COST</th>
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</thead>
<tbody>
<tr>
<td>Technician</td>
<td>6</td>
<td>$145</td>
<td></td>
</tr>
<tr>
<td>Scientist</td>
<td>1336</td>
<td>$82,569</td>
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<tr>
<td>Professional</td>
<td>644.5</td>
<td>$24,827</td>
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</table>

**Total Direct Labor**: $107,541

| 2006 DL Overhead | Varies | $91,096 |
| 2007 DL Overhead | Varies | $92,540 |

**Total Overhead**: $183,636

| Total Direct Labor | $107,541 |
| Total Labor and Overhead | $291,177 |
| 2006 G&A | 11.52% | $16,658 |
| 2007 G&A | 11.52% | $16,921 |

**Total G&A**: $33,579

| Relocation/Living Expenses | $24,041 |
| Total Miscellaneous Costs | $24,041 |
| TOTAL NET LABOR | $324,756 |
| TOTAL NET MISC | $24,041 |

**GRAND TOTAL**: $348,797

---

*Indirect rates have not been audited by the DCAA*
Dear ISN,

We are delighted to let you know that Nano-C, Inc., as part of its co-investment in the ISN, has sent today the following materials to Raoul Correa, working with Prof. Mouni Bawendi. The values assigned to these currently not readily available products are based on the efforts required for their preparation and the materials used.

a) 5 mL of unseparated as-produced SWCNT dissolved in an aqueous sodium cholate solution (2wt%), concentration: 0.1 mg/mL. Value: $150.

b) 5 mL of separated semi-conducting SWCNT dissolved in an aqueous sodium cholate solution (2wt%), concentration: 0.012 mg/mL. Value: $950.

c) 5 g of sodium cholate as used for the preparation of the aqueous solution. Value: courtesy.

Addition of $20 shipping costs results in a total value of $1,120.

Kind regards,

[Signature]

(Dr. Henning Richter)
Third Party Cost Sharing

Great source of cost sharing in many cases

Get documentation of in kind contributions

Relatively easy to do

Use "retail" value of items if at all possible

Documentation of salaries from company of personnel working on your project

ATTACHMENT B
CO-INVESTMENT BY JEOL USA, INC.

Document Detailing the Co-investment of
JEOL USA, INC.

As a Major Industrial Partner in the Instrumentation Company Category
of
The Institute for Soldier Nanotechnologies at MIT

Date: ____________

The co-investment of JEOL USA, INC. is as follows. If MIT purchases the
JSM-6700F Scanning Microscope currently located at the ISN for $200,000,
JEOL USA will provide the JEM-9320FIB also currently located at the ISN at
no charge. Moreover, JEOL USA will provide a six month warranty for each
of these two instruments to begin April 1, 2011 provided JEOL USA has
received by March 31, 2011, a letter of intent to purchase the JSM-6700F
Scanning Microscope from JEOL USA. Thus the valuation of JEOL USA,
Inc.'s co-investment in the ISN is as follows:

<table>
<thead>
<tr>
<th>Equipment Item or Service</th>
<th>Fair Market Valuation, $</th>
<th>ISN Contribution, $</th>
<th>Value of JEOL USA, Inc. Co-investment</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSM-6700F with accessories</td>
<td>260,000.00</td>
<td>200,000.00</td>
<td>60,000.00</td>
</tr>
<tr>
<td>JEM-9320FIB with accessories</td>
<td>510,000.00</td>
<td>0.00</td>
<td>510,000.00</td>
</tr>
<tr>
<td>6-month warranty on JSM-6700</td>
<td>13,827.38</td>
<td>0.00</td>
<td>13,827.38</td>
</tr>
<tr>
<td>6-month warranty on JEM-9320FIB</td>
<td>15,647.50</td>
<td>0.00</td>
<td>15,647.50</td>
</tr>
<tr>
<td>TOTAL</td>
<td>799,474.88</td>
<td>200,000.00</td>
<td>599,474.88</td>
</tr>
</tbody>
</table>

JEOL USA, INC., may if it wishes and entirely at its sole discretion, provide
additional co-investment to the ISN for purposes mutually agreed upon by
JEOL USA, INC. and the ISN, and consistent with the mission of the ISN
and MIT.
Questions