

Request for Exception - Overhead Recovery
(for Principal Investigators requesting exceptions to published (default and funders') rates)

Part A: Request for exception

Principle Investigator name:

Department and/or Faculty:

Project Funder(s):

OVERHEAD RATE(s) REQUESTED: Please fill out the applicable worksheet in the Excel file "Overhead exception cost calculation" and attach to this form. Excel file can be found on the VPR Forms web-page: <https://www.unb.ca/research/vp/vprforms.html> . Instructions and examples are included in the Excel file.

COST TO GENERATING UNIT (GU): Refer to applicable worksheet from Excel file "Overhead exception cost calculation" for details.

Amount \$

If the project does not generate sufficient overhead to cover the overhead amounts allocated to UNB general revenues and UNB research initiatives and graduate training programs, additional funds will be required by GU to cover these amounts. If applicable, amounts would be indicated on cost calculation details of the spreadsheet. If cash shortfall is expected, please provide account number(s) that will be covering these funds.

Account No.

JUSTIFICATION:

Is there documented likelihood that the project would be seriously jeopardized without the exception?

Will this exception benefit new faculty?

Will this exception support research efforts in new directions?

Will this exception support partnerships and attract new research / partners?

Will this exception increase direct costs available for student support?

Required justification and comments: *Describe how you could justify this exception to others whose projects carry full overhead.*

Signature:

Date:

Part B: Approvals

Approval		Signature	Date
YES	NO	Chair/Director:	
YES	NO	Dean:	
YES	NO	VPR or ED ORS:	

Note: if denied at any step, return request to principle investigator

Part C: For administrative use only Comments:

Effective date:

End date: Duration of project

For reference: Research Overhead Policy:

Overhead Recovery Rates		
	Contracts	Grants ¹ & Contributions
Federal Government (PWGSC) ² Set by granting organization	65% direct labour costs (on-campus) 30% direct labour costs (off-campus) 2% Travel and living expenses 0% Materials and supplies (all other direct costs)	
Other Federal Government (other departments) Set by granting organization	PWGSC rates or other rates of the Sponsor	15% (total direct costs) ³ or other rates of the sponsor
Canadian Provincial Government - New Brunswick	30% (total direct costs) ³ or other rates of the Sponsor	15% (total direct costs) ³ or other rates of the Sponsor
Other non-Federal Canadian Government	40% (total direct costs) ³ or other rates of the Sponsor	15% (total direct costs) ³ or other rates of the sponsor
United States and other Foreign Government Set by granting organization	Allowable rate of the Sponsor (varies by program)	
Private Sector ^{3, 4}	40% (total direct costs, contract value over \$10,000) 20% (total direct costs, contract value between \$5,000 and \$10,000) 10% (total direct costs, contract value less than \$5,000)	15% (total direct costs)
Non-profit ³	15% (total direct costs) or other rates of the Sponsor	
Tri-Agency (NSERC, SSHRC and CIHR)	N/A (indirect costs are provided directly to Universities by Tri-Agency under the Research Support Fund program)	